

Wilmington Parks and Recreation Meeting Agenda
September 6, 2016 - 6:00 pm
Service Director's Conference Room – Municipal Bldg

Greetings

Roll call

Review and Acceptance of Minutes from July 5 and August 1, 2016.

Old Business

- 1. Update on scheduled events; only one remaining for 2016 - October 15 Clara's Courage 5K Lori
- 2. Grant Updates Lori
 - a. ODNR Aquatic Education program 2016 – Award of \$1,452 for Passport to Fishing Program and fish stocking – must take place between July 1, 2016 and June 30, 2017.
 - b. NatureWorks Round 22 - David Williams Memorial Park completion project. Awarded \$26,932. Project must be completed by December 2017.
 - c. Land and Water Conservation Fund –David Williams Memorial Park completion project. Agreement for \$150,000 reimbursement grant completed. Project must be completed by November 2017.
 - d. American Academy of Dermatology Shade Structure Grant Program. Grant period is Sept. 1 – Nov. 25, 2016..
 - e. CDBG – Handicapped access to dog park from parking lot and restroom from the wooden playground is scope. Construction must be completed by December 2016.
 - f. Recreational Trails Grant – Submitted in April 2016, awaiting word.
 - g. NatureWorks Grant Application Round 23 was submitted June 1, 2016. SECP play equipment is the scope, using match from that line item. Awaiting word.
 - a. Misc Grants – FinishLine – submitted June 29, 2016 –word received 8/25/16 that we did not receive funding. . Met with Peoples BanCorp 8/1/16. Elks Impact Grant (due 9/9/16). PNC – not awarded.
- 3. Status of Stuckey Farm Park Lori
- 4. David Williams Completion project status.
 - a. Review project plans, assumptions, roles and responsibilities
 - b. Fund raising status Troy
- 5. State Capital Budget Bill Request status – \$100K for restroom; \$100K for rehab of old playground. Completion required by June, 2018.
- 6. Shelter reservation requests to-date -- 210+.
- 7. Proposed off-road bicycle facility/pump track project status Lori
- 8. Resident vs non-resident usage.

New Business

- 1. Financial Update Lori
 - a. Supplemental appropriation of \$150.85 from Rec Fund to Workers Comp 540.430.5122.
 - b. Accept donation from Clinton County Foundation/Lytle Creek League of Conservators Fund wind-down - \$126.23. Restricted to use for Lytle Creek Greenway. Create new Line Item "Lytle Creek Greenway" and supplemental appropriation of same.
 - c. Accept donation from Clinton County Foundation/No Child Left Indoors Fund wind-down - \$10,123.39. Restricted use for outdoor education. Create new Line Item "Outdoor Education" and supplemental appropriation of same.
 - d. To date reimbursement for TANF 2016 is \$10,530.81
- 2. 2017 Budget
 - a. Unfunded needs – repair work to front entrance stone; sealing and striping large parking areas.
- 3. 4th of July 2017
- 4. Security cameras
- 5. Athletic Coordinator Update Jody
- 6. Maintenance Update Travis/Lori
 - a. Pond stocking
 - b. Baseball field work
 - c. Fenced storage area near back building
 - d. Bird watching area
 - e. Observation deck
 - f. Tree planting plans
- 7. Wooden playground status. Decision needed.
- 8. Wilmington College new student orientation work day – August 20
- 9. No Child Left Indoors Programming
 - a. Passport to Fishing, Canoeing
- 10. Lytle Creek Greenway – Wright State water quality project and status of Lytle Creek League of Conservators

Adjournment

Reminder – Signatures for payables needed from Park Board Members

"Your Community Parks – Discover...Play...Celebrate"

**Wilmington Parks and Recreation Minutes
Park Board Committee Meeting
July 5, 2016 - 6:00 pm
Community Room – Municipal Bldg**

In Attendance: Lori Williams, Maria Butcher, Troy Seeger, Leilani Popp, Mark McKay,
Maria welcomes all meeting attendees.

Roll call: All present.

Review and Acceptance: Leilani Popp moves that we accept the minutes from the May 2, 2016, and June 6, 2016 meetings,
Seeger seconds

1. Grant Updates

- a. NatureWorks Round 21 – \$22,297 awarded. Pending final reimbursement, this grant is closed.
 - b. ODNR Aquatic Education program 2016 – Awarded \$1,452 for Passport to Fishing Program and fish stocking – must take place between July 1, 2016 and June 30, 2017.
 - c. NatureWorks Round 22 submitted as part of the David Williams Memorial Park completion project. Received notification Nov. 2 that we would be receiving \$26,932. Project must be completed by December 2017.
 - d. Land and Water Conservation Fund – submitted as part of the David Williams Memorial Park completion project. Agreement for \$150,000 reimbursement grant completed. Project must be completed by November 2017.
 - e. American Academy of Dermatology Shade Structure Grant Program. Grant period is Sept. 1 – Nov. 25, 2016. Requires a skin cancer awareness program and we provided information to soccer parents and placed information in park kiosks. Letter sent to Dr. Lucky to determine if he would be willing to sponsor the grant application.
 - f. CDBG – Handicapped access to dog park from parking lot and restroom from the wooden playground is scope. Construction must be completed by December 2016. CDC had to re-issue bid due to no bids from contractors on the first round.
 - g. Recreational Trails Grant – Submitted in April 2016, awaiting word.
 - h. NatureWorks Grant Application Round 23 was submitted June 1, 2016. SECP play equipment is the scope, using match from that line item. Awaiting word.
 - a. Misc Grants – FinishLine – submitted June 29, 2016.
- 2. Status of Stuckey Farm Park**
- 3. David Williams Completion project status.**
- a. Topo survey, construction documents, bid package in work.
 - b. Fund raising status reviewed.
- 4. State Capital Budget Bill Request status – \$100K for restroom; \$100K for rehab of old playground. Advised that earliest date for next step in the process is August 16, 2016.**
- 5. Banner donations to date - \$14,395.**
- 6. Shelter reservation requests to-date – 168.**
- 7. Proposed off-road bicycle facility/pump track project status discussed**

New Business

1. Financial Update

Lori

- a. Supplemental appropriation of \$1,755.00 from Rec Fund to Park Maintenance and Supplies 540.430.5333 (Heatin It Up Tournament expenses). Popp moves to make a supplemental appropriation for \$1,755.00 from the Rec. Fund to Park Maintenance and Supplies 540.430.5333 (Softball tournament), Seeger Seconds.
 - b. Supplemental appropriation of \$1,452.00 from Rec Fund to Aquatic Education 540.430.5281 (2016 ODNR Aquatic Education Grant). Popp move to make a supplemental appropriation of \$1,452.00 from Rec Fund to Aquatic Education 540.430.5281, Seeger Seconds.
 - c. Supplemental appropriation of \$2000 from Rec Fund to Off-Road Bicycle Project (funds are from Cornerstone Foundation restricted donation from 2012). Popp moves to make a supplemental appropriation for \$2000 from Rec Fund to Off-Road Bicycle Project, Seeger Seconds
 - d. Transfer \$2000 from Equipment Lease 540.430.5225 to Park Maintenance and Supplies 540.430.5333 to cover 3rd party mowing costs, Seeger seconds. Popp motions to transfer \$2000 from Equipment Lease 54-.430.5225 to Park Maintenance and Supplies 540.430.5333 to cover mowing costs, Seeger seconds.
- 2. Website update**
- 3. Security cameras**
- 4. Discussion on Park Rules changes**
- 5. Discussion re 2017 park event process**
- 6. Williams Farm/Roberts Development discussion**
- 7. Athletic Coordinator Update**
- 8. Maintenance Update**
- a. Covered bridge decking.
 - b. Vandalism
 - c. Pond stocking
 - d. Baseball field work
 - e. Tree planting plans
- 9. No Child Left Indoors Programming**
- a. Ohio Farm Bureau article; Passport to Fishing, Canoeing, No Adult Woman Left Indoors Program
- 10. Lytle Creek Greenway – Wright State water quality project and status of Lytle Creek League of Conservators discussed**

Adjournment: 7:15PM

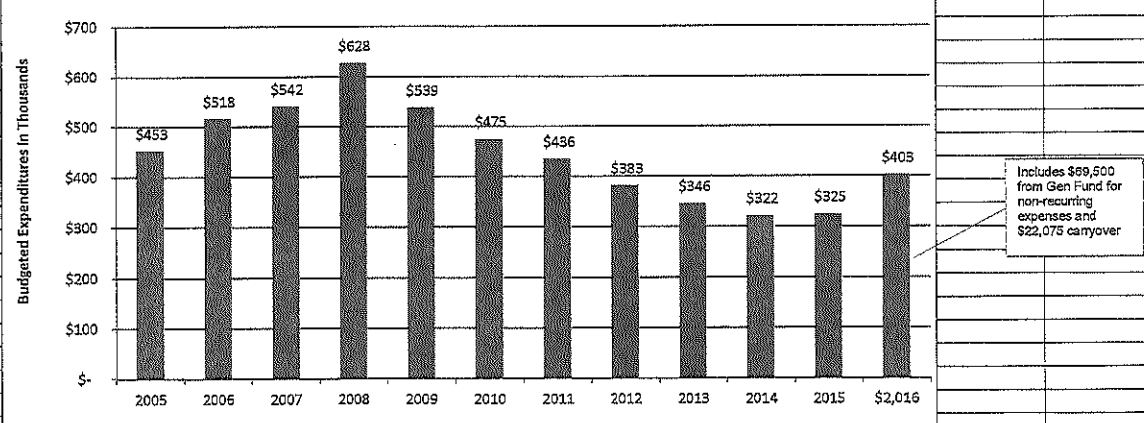
- c. Baseball field work
 - d. Old bathroom mural project – Murphy Theatre Good Fairy Project
 - e. Fenced storage area near back building
 - f. Bird watching area
9. Wilmington College new student orientation work day – August 20 (Students will be working at the park)
 10. No Child Left Indoors Programming
 - g. Passport to Fishing, Canoeing, No Adult Woman Left Indoors Program (More to come on this project)
 - h. Proposed new bird watching area
 11. Lytle Creek Greenway – Wright State water quality project and status of Lytle Creek League of Conservators (Nothing new)
 12. Schedule for next month's meeting due to Labor Day Holiday (Sept. 5).

Adjournment: 7:15PM

“Your Community Parks – Discover...Play...Celebrate”

Wilmington Parks and Recreation Budget History

APPROVED ANNUAL BUDGETS	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Recreation Salaries - 5111	\$ 229,940	\$ 235,000	\$ 243,489	\$ 255,664	\$ 259,092	\$ 259,000	\$ 198,258	\$ 184,258	\$ 161,701	\$ 161,701	\$ 167,740	\$ 176,295
Pensions - 5121	\$ 31,160	\$ 32,195	\$ 33,723	\$ 35,793	\$ 36,273	\$ 36,260	\$ 27,757	\$ 27,757	\$ 22,638	\$ 22,638	\$ 23,484	\$ 24,681
Workers Comp - 5122	\$ 8,025	\$ 8,755	\$ 10,285	\$ 8,762	\$ 9,000	\$ 5,780	\$ 5,523	\$ 4,773	\$ 3,893	\$ 4,515	\$ 6,455	\$ 5,447
Benefit Insurance - 5123	\$ 31,830	\$ 28,725	\$ 48,643	\$ 42,998	\$ 45,627	\$ 52,402	\$ 61,484	\$ 34,331	\$ 32,396	\$ 35,150	\$ 18,454	\$ 18,871
Medicare - 5124	\$ 3,335	\$ 3,408	\$ 3,531	\$ 3,707	\$ 3,757	\$ 3,756	\$ 2,875	\$ 2,875	\$ 2,345	\$ 2,344	\$ 2,432	\$ 2,556
HRA Rollover - 5125			\$ 3,000	\$ 5,000	\$ 5,250	\$ -						
Bureau of Emp Serv. - 5128	\$ -	\$ -		\$ 3,000		\$ -	\$ 27,560	\$ 36,468	\$ 30,260	\$ 9,000	\$ 8,000	\$ 8,000
Utilities - 5212	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 29,000	\$ 29,000	\$ 29,000	\$ 29,001	\$ 25,000	\$ 18,000	\$ 15,000	\$ 14,000
Equipment Lease - 5225	\$ 11,000	\$ 11,000	\$ 11,000	\$ 13,400	\$ 13,000	\$ 10,500	\$ 10,500	\$ 7,500	\$ 7,000	\$ -		\$ 5,000
Trail Maintenance - 5234	\$ -	\$ 1,000	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -				\$ 25,000
Direct Deductions - 5236	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 8,000	\$ 15,900	\$ 16,600	\$ 10,000	\$ 10,000	\$ 7,000	\$ 7,000
Professional Services - 5239	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 7,000	\$ 6,000	\$ 6,000	\$ 3,752	\$ 3,500	\$ 3,500	\$ 4,100	\$ 4,000
Special Events Coordinator - 5240			\$ 6,000	\$ 6,000	\$ 6,000	\$ -	\$ -					
Education and Training - 5241	\$ 3,000	\$ 3,000	\$ 3,500	\$ 3,500	\$ 1,500	\$ 500	\$ 500	\$ 2,001	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Taxes - 5265	\$ -	\$ 15,806	\$ 12,900	\$ 450	\$ 450	\$ 1,004	\$ 1,650	\$ 1,150	\$ 581	\$ 475	\$ 370	\$ 370
Vehicle Maintenance - 5274	\$ 5,500	\$ 7,000	\$ 7,000	\$ 7,000	\$ 14,000	\$ 10,000	\$ 10,000	\$ 6,252	\$ 7,000	\$ 8,000	\$ 6,000	\$ 4,500
Awards - 5316	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 4,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 3,700
Supplies - 5321	\$ 1,500	\$ 1,500	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 200
Recreation Equipment - 5332	\$ 10,000	\$ 10,000	\$ 12,000	\$ 12,000	\$ 9,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 6,750
Park Maint/Supplies - 5333	\$ 35,000	\$ 40,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 40,000	\$ 30,000	\$ 16,254	\$ 24,000	\$ 20,000	\$ 18,000	\$ 18,000
Diamond Repair/Supplies - 5334	\$ 3,000	\$ 3,000	\$ 1,000	\$ 15,000	\$ -	\$ -	\$ -					
Chemicals - 5338	\$ 3,000	\$ 3,000	\$ -	\$ 6,000	\$ -	\$ -	\$ -					
Uniforms - 5342	\$ 3,000	\$ 3,500	\$ 3,700	\$ 3,700	\$ 3,700	\$ 3,700	\$ -					
Incidentals - 5410	\$ 7,000	\$ 7,500	\$ 5,000	\$ 5,500	\$ 5,750	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Special Events Expenses - 5411			\$ 6,500	\$ 6,500	\$ 6,500	\$ -	\$ -					
Concessions - 5415	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -					
Capital Equipment - 5512	\$ -	\$ -	\$ -	\$ 25,000	\$ 20,000	\$ -	\$ -					\$ 3,300
Capital Improvements - 5513										8250		
Improvements - 5533	\$ 13,574	\$ 50,000	\$ 25,000	\$ 50,000	\$ -	\$ -	\$ -				5000	\$ 24,500
Vehicle Fuel - 5317											5000	\$ 5,000
Backgrounds Checks - 5412	\$ -			\$ 2,000	\$ 1,000	\$ 1,000	\$ 200	\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,500	\$ 700
City Liability Share (new in 2013)									\$ 1,926	1602	2150.39	\$ 2,150
Banner Program (new in 2013)									\$ 4,000	3000	3000	\$ 2,500
Skatepark Temp Project - 5514										3500	1450	\$ 1,246
Dog Park Project											2100	\$ 2,000
NatureWorks Round 20 Match											1935	
NatureWorks Round 21 Match											7433	\$ -
NatureWorks Round 22 Match												\$ 8,977
Stuckey Farm Park												\$ 3,200
Aquatic Ed Grant												\$ 1,200
SECP Transformation -											6000	\$ 6,000
Total	\$ 453,364	\$ 517,889	\$ 541,771	\$ 628,474	\$ 539,399	\$ 475,402	\$ 435,807	\$ 382,572	\$ 346,339	\$ 322,275	\$ 325,002	\$ 403,344



Wilmington Parks and Recreation Budget 2017 PRELIMINARY

EXPENSES	Budget 2017
Recreation Salaries - 5111	\$ 192,613.60
Pensions - 5121	\$ 26,965.90
Workers Comp - 5122	\$ 5,951.18
Benefit Insurance - 5123	\$ 18,898.08
Medicare - 5124	\$ 2,792.90
Bureau of Emp Serv. - 5128	\$ 5,000.00
Utilities - 5212	\$ 13,000.00
Equipment Lease - 5225	\$ 3,000.00
Trail Maintenance - 5234	\$ 25,000.00
Direct Deductions - 5236	\$ 7,000.00
Professional Services - 5239	\$ 2,000.00
Education and Training - 5241	\$ 800.00
Taxes - 5265	\$ 700.00
Vehicle Maintenance - 5274	\$ 3,000.00
Awards - 5316	\$ 3,400.00
Supplies - 5321	\$ 200.00
Recreation Equipment - 5332	\$ 5,000.00
Park Maint/Supplies - 5333	\$ 18,000.00
Incidentals - 5410	\$ 500.00
Backgrounds Checks - 5412	\$ 600.00
Capital Improvements - 5513	
SkatePark Temp Project - 5514	\$ 724.22
Property/Casual Ins (Park Share) - 5282	\$ 2,150.00
Banner Program - 5409	\$ 2,500.00
Improvements - 5533	\$ 18,202.20
Vehicle Fuel - 5317	\$ 4,000.00
Grant Match (NatureWorks Round 20) - 5277	
NatureWorks Round 21 Match - 5284	
Capital Equipment - 5512	
Southeast Community Park Transformation - 5279	\$ 6,000.00
Dog Park Project - 5278	\$ 397.76
Stuckey Farm Park - 5283	\$ 1,942.11
Aquatic Ed Grant - 5281	
David Williams Memorial Park LWCF Grant Match - 5285	\$ 43,588.40
David Williams Memorial Park NatureWorks Grant Match-Round 22 - 5286	\$ 8,978.00
Off-Road Bicycle Project - 5287	\$ 2,000.00
Total	\$ 424,904.35

Projected Carryover	
\$	106,832.69

REVENUE	Budget 2017
Carry Over from 2016	\$ 106,832.69
Real Property Tax	\$ 261,254.00
Commercial Activity Tax	
Personal Prop Tax	
Public Utility Tax Repl.	
Trailer Tax	\$ 340.00
Personal Prop Tax-Util-Del	
Homestead and Rollback	\$ 24,475.00
Concession	
Shelterhouse Donations	\$ 200.00
Misc. Revenue	\$ 28,525.00
Banner Donations	\$ 6,750.00
State Excise Tax Reimbursement	\$ 800.00
Total	\$ 429,176.69

Income Assumptions

Banner Donations	\$ 6,750.00	30@\$225/ea
Tournament Revenue	\$ 1,125.00	Includes 15 field rentals @ \$75/ea
Sports Fees	\$ 26,000.00	
League sponsors	\$ 1,400	
Misc Total	\$ 28,525.00	

Assumptions:

2 full-time employees; 1 part-time permanent; one with medical ins
 3 seasonal approx 28 wks
 Seasonal officials - \$22000
 Pensions = 14% salary; Wcomp=.030897 salary
 Medicare = 1.45% salary

SPORT	YEAR	AGES	# OF TEAMS	# OF KIDS	WILMINGTON RESIDENTS	NON-Wilm	% Residents	% Non Residents
Basketball	2009		12	84				
Basketball	2010		9	69				
Basketball	2011		11	85				
Basketball	2012		9	82				
Basketball	2013		12	88	58	30	66%	34%
Basketball	2014		13	123	79	44	64%	36%
Basketball	2015		10	89	64	25	72%	28%
Basketball	2016		12	116	87	29	75%	25%
SPRING SOCCER	2009		12	185				
SPRING SOCCER	2010		13	177				
SPRING SOCCER	2011		14	182				
SPRING SOCCER	2012		14	163				
SPRING SOCCER	2013		16	196	139	57	71%	29%
SPRING SOCCER	2014		19	258	227	21	88%	8%
SPRING SOCCER	2015		20	281	191	90	68%	32%
SPRING SOCCER	2016		20	295	199	96	67%	33%
Baseball	2009		41	533				
Baseball	2010		40	526				
Baseball	2011		37	504				
Baseball	2012		39	478				
Baseball	2013		39	470	273	197	58%	42%
Baseball	2014		34	478	401	78	84%	16%
Baseball	2015		41	530	354	176	67%	33%
Baseball	2016		35	470	298	172	63%	37%
Fall Soccer	2009		13	200				
Fall Soccer	2010		14	204				
Fall Soccer	2011		14	171				
Fall Soccer	2012		13	172				
Fall Soccer	2013		16	208	168	40	81%	19%
Fall Soccer	2014		14	193	151	42	78%	22%
Fall Soccer	2015		16	209	158	51	76%	24%
Fall Soccer	2016		14	200	142	58	71%	29%
Shelter Usage 2016								
105 Resident requests								
113 Non Resident Request								
51.83% % of non-residents requesting shelters in 2016								