

CANTON PARK COMMISSION

BOARD MINUTES

MONTHLY MEETING

APRIL 10, 2013

The Canton Board of Park Commissioners met in a regular meeting on April 10, 2013.

Present were; Mr. Andy Black - President, Mr. Wuyanbu Zutali - Vice President, Mr. Drew Pelger – Member, and Mr. Derek Gordon, Interim Assistant Park Director/Secretary. There were also several attendees at the meeting.

The meeting was called to order at 4:04pm by President Black.

Meeting minutes from the March 13, 2013 regular meeting were reviewed by the Commissioners.

Commissioner Black motioned to approve the minutes. Commissioner Zutali seconded. Motion passed unanimously.

OLD BUSINESS:

1. Adopt-A-Park Proposal – Assistant Director Gordon presented the most recent draft version of the Adopt-A-Park agreement which was recently updated by the Law Department. The Union has not had a chance to review this most recent version, so the item will be tabled the commission for final approval at the May Commission meeting pending the review by Union representatives.
2. Park Levy Update – Commissioner Black and Assistant Director Gordon gave a short summary of the current status of the park levy. The levy committee has developed subcommittees to address all of the levy needs and standing meetings are being scheduled for each group. The committee is finalizing the selection of a campaign consultant and is in the process of opening up a checking account to begin collecting funds to support the levy.
3. Faith Family Church (Allen Avenue Southeast Playground) – Assistant Director Gordon notified the board that the Faith Family Church Selection Committee has confirmed that they will be moving forward with fundraising for the Allen Avenue playground location. They hope to have the funds raised within the next two months and they will be working closely with the Park Administration and the Recreation District to complete the project.
4. Canton Lincoln Highway Station (Maintenance Request) – Director of Public Service Warren Price has requested that Canton Parks assume full maintenance responsibilities for the Canton Lincoln Highway Station. Assistant Director Gordon elaborated that Director Price had updated his letter on this request stating that the Parks Commission would assume full control of operations of the facility. Assistant Director Gordon stated that the cost of maintenance of this facility would be minimal beyond what the Park’s personnel are already providing. He also stated that there are volunteer opportunities through the Cuyahoga Valley Scenic Railroad for clean-up days at the station. Commissioner Black motioned to approve the request. Commissioner Zutali seconded. Roll call vote: Commissioner Pelger –Yes, Commissioner Zutali – Yes, Commissioner Black – Yes. Motion carried unanimously.
5. Staffing and Personnel Issues – Commissioner Black requested to hold this issue until all the agenda items had been completed.

NEW BUSINESS:

1. Introduction of Summer Park Police Officer (David Clouse) – Officer Clouse will be assigned to the parks by the Canton Police Department from the end of May until the end of August. He has met with Assistant Director Gordon to discuss park enforcement needs, coverage, and other needs. A list of special events and scheduled park activities and programs has been provided to Officer Clouse who will flex his schedule as often as possible to accommodate these activities. Officer Clouse will be highly visible in the parks as he will utilize bike patrolling for the park locations with bike paths and trails.
2. Preliminary Survey Responses – Assistant Director Gordon provided a series of charts and an overview of the survey responses received by the Park Offices. Assistant Director Gordon stated that the preliminary responses were limited and he intends to continue to seek responses to get a better sample size from the entire community. He will continue to update the Commission as these responses increase.
3. Credit Card Payment Approval – Assistant Director Gordon stated that the Park Office is getting closer to opening up the new online shelter reservation system and believes that the online credit card payment method is critical for the success of the system. The credit card service utilized by the City Treasurer’s office imposes a 5% fee for each transaction. Assistant Director Gordon brought this before the Commission to seek input as to whether this expense should be absorbed within the cost of the current fee schedule or a transaction fee be added for credit card payments. After discussion, the Commission determined that this cost would be absorbed within the current fees and not added to the consumer’s cost.
4. Martindale Park – Grant Letter of Support – To accommodate the significant increase in foot traffic on the park trails, Assistant Director Gordon is pursuing a Land and Water Conservation Fund – Nature Works: Park and Recreation Grant to install bathroom facilities at Martindale Park. While the responsibility of overall cost of the installation will be shared between Stark Parks and other City Departments, the grant requires matching funds and services. Based on the funds and services that are already committed to the project, Assistant Director Gordon is requesting a letter of support from the Park Commission pledging \$5,000 in labor and materials. Commissioner Black motioned to approve the request. Commissioner Zutali seconded. Roll call vote: Commissioner Pelger –Yes, Commissioner Zutali – Yes, Commissioner Black – Yes. Motion carried unanimously.
5. 2013 Hall of Fame Parade Bleachers – Assistant Director Gordon has been invited to a meeting to discuss the allocation of Park bleachers and manpower for the 2013 Hall of Fame Parade. Commissioner Black elaborated that these services were not provided last year as the Festival administration was unwilling to provide adequate reimbursement or kind considerations in exchange for these services. A discussion ensued between the Commissioners about the positive and negative impact of providing or not providing these services in 2013. It was determined that the Commission will try to provide these services in 2013, but that Assistant Director Gordon will once again ask for adequate reimbursement. In addition, the Commission determined that a more permanent reimbursement commitment needs to be negotiated before the 2014 parade.
6. A Monumental Fourth of July – Waterworks Park Camping Request – The event organizers for the 4th of July concert and fireworks held at the McKinley Monument are requesting the use of Waterworks Park Shelter on July 4th and 5th. The shelter will be used for camping purposes by the Civil War reenactment group. Commissioner Black motioned to approve the request. Commissioner Zutali seconded. Roll call vote: Commissioner Pelger –Yes, Commissioner Zutali – Yes, Commissioner Black – Yes. Motion carried unanimously.
7. 18th Annual Drug Free Rally – Nimisilla Park Request – July 27th – The event organizers have requested the use of Nimisilla Park on July 27th for their annual drug free rally. Commissioner Black motioned to approve the request. Commissioner Zutali seconded. Roll call vote: Commissioner Pelger –Yes, Commissioner Zutali – Yes, Commissioner Black – Yes. Motion carried unanimously.

8. St. Haralambos Greek Annual Summerfest – Weis Park Request – June 2nd through June 9th – The event organizers for the St. Haralambos Summerfest are requesting permission to use the parking lot, concession stand, and necessary utilities at Weis Park from June 2nd through June 9th. These facilities will be used by the vendors who support the Summerfest event and St. Haralambos will reimburse the Park Commission for the cost of these utilities. Commissioner Black motioned to approve the request. Commissioner Zutali seconded. Roll call vote: Commissioner Pelger –Yes, Commissioner Zutali – Yes, Commissioner Black – Yes. Motion carried unanimously.
9. Director’s Report – Assistant Director elaborated on several key items on the Director’s Report (see attachment)

Commissioner Black motioned to enter into Executive Session at 5:07pm for the purposes of discussing the hiring of a public employee. Commissioner Zutali seconded the motion. Roll call vote: Commissioner Pelger –Yes, Commissioner Zutali – Yes, Commissioner Black – Yes. Motion carried unanimously.

Commissioner Zutali exited the meeting at 5:30pm

Commissioner Black made a motion to exit Executive Session at 5:36pm. Member Pelger seconded the motion. Roll call vote: Commissioner Pelger –Yes, Commissioner Black – Yes. Motion carried

Meeting adjourned at 5:45pm

Next Park Commission Meeting to be held at 4:00pm on Wednesday, May 8, 2013 at the Canton Garden Center.

Andy Black, President

Derek Gordon, Assistant Director