

**CANTON PARK COMMISSION
BOARD MINUTES
MONTHLY MEETING
MARCH 8, 2016**

The Canton Board of Park Commissioners met in a regular meeting on March 8, 2016

Attendees:

Board Members: President - Andrew Black, Member – Sam Sliman, Member – Mike Hanke

Staff Members Present: Park Director – Derek Gordon, Assistant Park Director – Dan Kunz, City Engineer - Dan Moeglin, Engineering Department – Rick Bodenschatz, Law Department, Thomas Burns, CCIC Director – Rafael Rodriguez

Community Members: John Stone, Ken Ash, Sharla Elton (Heritage Christian School), Madeline Su (Student Observer), John C. Harrison (AEP), Bethany J. McCrea (AEP),

The meeting was called to order at 5:10pm by President Black.

The meeting minutes from the January 7th, 2016 and February 16th, 2016 were reviewed by the Commissioners. President Black motioned to approve the minutes. Commissioner Hanke seconded. Motion passed unanimously.

Commissioner Sliman entered the meeting at 5:15pm

OLD BUSINESS:

1. Stadium Park – AEP/HOF Easement Review – Director Gordon presented a revised easement from AEP that runs through the Stadium Park property to provide an increased power source for the Hall of Fame Village project. This easement was previously approved by the Commission but it has since needed to be widened by AEP. A lengthy discussion ensued about the level of additional compensation provided by AEP for the removal of the trees required for the easement. There was also considerable discussion about the Park Commission’s legal authority to grant the easement versus providing a recommendation to the Service Director and City Council.
 - a. After input from representatives from the City Engineer and Law Department Commissioner Black motioned to recommend approval of the easement contingent upon AEP providing sufficient compensation for the impact to the park which will be negotiated by the Park Director and reviewed by the Commission at a later day. Commissioner Hanke seconded the motion. Commissioner Sliman also commented that he believed financial compensation should be considered above and beyond the value of tree replacement and removal provided by AEP. Motion carried unanimously.
 - b. Commissioner Black motioned to recommend approval for AEP’s right of entry onto the easement area to begin tree removal and clearing work in anticipation of the pending easement. Commissioner Sliman seconded the motion. Motion carried unanimously.

Commissioner Black motioned to enter into Executive Session at 6:00pm for the purposes of discussing the sale of public property and personnel matters with probable action to follow. Commissioner Sliman seconded. Motion carried unanimously.

Commissioner Black motioned to exit Executive Session at 6:41pm. Commissioner Hanke seconded. Motion carried unanimously.

2. 2015 Levy Campaign / Transition Update
 - a. Shared Staffing Agreement – Director Gordon presented a copy of a shared staffing agreement to be implemented once Theresa Gang leaves her post as Office Manager. The agreement would account for the

duties performed by staff members from the Canton Joint Recreation District to cover front office responsibilities during the transitional period until the CJRD is fully incorporated into the Park Commission.

The agreement would be contingent on the passage of the March 15th levy initiative.

3. Stadium Park Pedestrian Bridge Review – Given the temporary freeze of the capital budget until the outcome of the March election Director Gordon requested permission to move \$2,500 of the 2016 capital budget from the Barker Spring House renovation project to the Stadium Park Pedestrian Bridge project to fill in the gap in expenses that the vendors which are donating the majority of the labor and materials for the project are unable to cover contingent on the passage of the March 15 levy initiative. Director Gordon stated that if the Commission approved of this budget adjustment that including the 2015 budget the parks would be spending approximately \$25,000 - \$30,000 in comparison to well over \$100,000 in donated labor and materials. Director Gordon stated that he needs this approval so he can get the project moving before the April 13th Commission meeting. Commissioner Black motioned to approve the capital budget transfer of \$2,500 pending the successful outcome of the levy initiative. Commissioner Hanke seconded the motion. Motion carried unanimously.
4. Travel Policy Review – Director Gordon provided a copy of the City’s travel policy for the Commission’s review per the request of Commissioner Hanke. No action was taken.
5. Heritage Christian School
 - a. Meyer’s Park Proposal – The Park Commission reviewed the details of a lease or purchase proposal of the park by Heritage Christian. The Commission asked that this item be revisited at the April Commission meeting after they had additional time to review the proposal.
 - b. Letter of Support – Community Foundation – Heritage Christian Administrator Sharla Elton asked the Commission for a letter of support for the school’s upcoming financial request from the Stark Community Foundation Capital Campaign Committee for building upgrades to the school. Commissioner Black asked Director Gordon to comply with this request and draft a letter in support of the school’s financial request to the Stark Community Foundation.

Commissioner Sliman exited the meeting at 7:12pm

6. Park Property Repurposing Approvals
 - a. Cornelia, Grovemiller, Northview, Waynesburg, Marion (Mini Park #1), Lawn Avenue (Mini Park#5), Economy Court (Mini Park #9), Lawn Avenue (Mini Park #32) - Director Gordon presented a list of park properties that have been recommended through the master plan process for repurposing along with a list of procedures required to sell the properties. Director Gordon requested that the Commission consider giving him approval to begin this process for each property. Commissioner Black motioned to recommend transferring Cornelia Park to the neighboring property owner. Commissioner Hanke seconded. Motion carried unanimously. The Commission instructed Director Gordon to see this property transfer through to completion and then bring each subsequent property on the list to them for consideration for repurposing.

EVENT REQUESTS:

1. Sweat Now / Wine Later (SNWL) – Martindale Park – May 7th – Director Gordon presented an agreement and proposed budget for the upcoming SNWL event held in partnership with runCanton. The agreement will split all net proceeds 50/50 between runCanton and Canton Parks. Commissioner Black motioned to approve the request. Commissioner Hanke seconded the request. Motion carried unanimously.
2. Summit United Neighbors – Garage Sale – Canton Lincoln Highway Station – August 11th -13th - Commissioner Hanke motioned to approve the request. Commissioner Black seconded the request. Motion carried unanimously.
3. Boy Scout - Hetuck Cub Scout Twilight Camp – Arboretum Park – July 25th -29th - Commissioner Black motioned to approve the request. Commissioner Hanke seconded the request. Motion carried unanimously.
4. Cystic Fibrosis Walk – Stadium Park – May 7th - Commissioner Black motioned to approve the request. Commissioner Hanke seconded the request. Motion carried unanimously.

5. HOF Festival Requests (Discussed prior to Commissioner Sliman's departure)– The Commissioner's discussed the resources required to comply with each of these three requests and Commissioner Black made the motion to approve all three events with the following provisions:
 - i. Bleachers will be made available for the parade but transportation to and from the parade route shall be the responsibility of the HOF Festival.
 - ii. Picnic tables will be transported to the Market Square location by Park staff for the Blues Festival and Kickoff Celebration.
 - iii. Any damage caused to the bleachers or picnic tables as a result of these events shall be repaired by the HOF Festival.

Commissioner Sliman seconded the motion. Commissioner Black – Yes, Commissioner Sliman – Yes, Commissioner Hanke – Abstained. Motion carried by a 2-1 vote. Commissioner Hanke asked Director Gordon to contact the Law Department to determine the legal sufficiency of loaning public equipment for the HOF Festival to use for ticketed parade seating without providing consideration to the City.

- a. Grand Parade
 - b. Blues Festival
 - c. HOF Kickoff Celebration
6. Italian American Festival – Picnic Request – No action taken
 7. National Walking Day – Request Adjustment Live Well Stark County – Canton Garden Center – April 6th – Director Gordon presented a requested adjustment from the event organizers who would like to move their event from Stadium Park Shelter #2 to the Garden Center. While the Garden Center is available, the fee waiver granted to the event does not apply to the Garden Center due to staffing costs unless it is waived by the Commission. After discussion, the Commissioners determined that the current policy should be upheld. Therefore, no motion was made to waive the existing Garden Center rental fee for this event if they choose to switch their shelter reservation.

NEW BUSINESS:

1. CCIC Proposal Consideration – Albert Reiter Park (Executive Session – No action taken)
2. SECC Spray Park Rules and Regulations Consideration – Director Gordon submitted a proposed set of rules and regulations for the new spray park. The rules were developed in tandem with the YMCA for implementation by the YMCA/SECC staff. Commissioner Black motioned to approve the request. Commissioner Hanke seconded the motion. Motion carried unanimously.
3. Financial Report - Commissioner Black motioned to approve the February report. Commissioner Hanke seconded the motion. Motion carried unanimously.
4. Director's Report – Director Gordon presented his monthly report to the Commission. (See Attached)

Commissioner Black motioned to adjourn at 7:54pm. Commissioner Hanke seconded. Motion carried unanimously. Meeting adjourned.

Next Park Commission Meeting is scheduled to be held at 5:00pm on April 13th, 2016 at the Canton Parks and Recreation Offices.

Andy Black, President

Derek Gordon, Director