

**CANTON PARK COMMISSION
BOARD MINUTES
MONTHLY MEETING**

FEBRUARY 11, 2015

The Canton Board of Park Commissioners met in a regular meeting on February 11, 2015.

Attendees:

Board Members: President Andrew Black, Vice President Zutali, Member Drew Pelger

Staff Members Present: Mr. Derek Gordon, Park Director, Dan Kunz, Assistant Park Director &

Theresa Gang, Office Manager, Officer Michael Carpenter, Park Police

Community Members: Leon Cote, Alice Sarver, Ken Ash, Steve Mears (RunCanton), Matt Bailey (City of Canton - Community Development / Planning)

The meeting was called to order at 4:00pm by President Black.

Meeting minutes from the January 14, 2014 regular Meeting were reviewed by the Commissioners.

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

Per the request of Commissioner Zutali, Matt Bailey from the City of Canton Community Development Department provided an overview of the progress of the SECC Spraypark construction. Based on this report the Commission requested that a meeting be coordinated between Community Development, the YMCA, and Canton Parks to discuss the transition from construction to operation of the facility.

OLD BUSINESS

1. 2016 Levy Discussion – Commissioner Black provided an overview of multiple meetings he has attended with the Mayor, City Councilmembers, and Canton Joint Recreation District (CJRD) representatives in an attempt to determine which levy initiative should be pursued for the November 2015 general election. There is still a significant difference of opinion amongst these entities as to which levy option should be pursued. These meetings will continue as a recommendation is being developed with the assistance of Leon Younger from PROS Consulting who is responsible for compiling the CJRD’s master plan. Commissioner Black will keep the Commission updated with the goal of providing a recommendation to the Law Department by the end of March to research and present to Council. Commissioner Black also requested a full report of the Parks 2014 revenue resources and totals to provide during his discussions with the other entities.
2. Master Plan Update – Director Gordon has begun to receive preliminary data regarding park distribution and gaps in service. He will be holding a meeting with the park master plan and comprehensive plan consultants to review this information. He will also be coordinating an internal meeting with staff and the Commissioners to review the final plan before it is released to the public.
3. A Monumental 4th – Director Gordon provided a proposed event budget and overview to the Commission for a festival in Monument Park on July 4th, 2015 to compliment the concert and fireworks at the McKinley Monument. The City will be paying for the cost of the fireworks, safety forces, and concert, but would like the committee, led by Director Gordon to oversee the planning and coordination of the event and festival. Director Gordon explained to the Commission that if the event is approved, it will be reviewed at the end of the year to determine if the new format was successful and if funding will continue to be available annually from the City for the event to continue annually. President Black motioned to approve the event request. Commissioner Pelger seconded. Motion passed unanimously.
4. SECC / YMCA Agreement - Director Gordon presented an agreement drafted by the Law Department with the YMCA for management services at the SECC. After a thorough discussion about the details of the

contract President Black motioned to approve the agreement and forward to City Council for approval. Commissioner Pelger seconded. Motion passed unanimously.

EVENT REQUESTS

1. Boy Scouts of America – Arboretum Park – July 20th-24th – Director Gordon and Office Manager Gang presented a request from the Hetuck District of the Buckeye Council for Cub Scout Twilight Camp. This event has occurred for several years and the scouts take excellent care of the park during their stay. President Black motioned to approve the event. Commissioner Zutali seconded. Motion passed unanimously.

NEW BUSINESS

1. Park Naming Policy Discussion – During the January meeting the Commissioners requested that Director Gordon draft a proposal to formalize a process for determining park naming that is consistent with the practices of other park districts. Given the sensitivity of this subject and the wide range of naming criteria in other park districts, Director Gordon prepared a document outlining best practices for naming policies for the Commissioner’s review. Director Gordon requested feedback from the Commissioners to help him prioritize the criteria and draft a new proposal after the next Commission meeting.
2. East Lincoln Highway Neighborhood Association – Lee Park Name Change Request – Director Gordon informed the Commission that Ms. Gwen Corbitt from the East Lincoln Highway Neighborhood Association had expressed her intent to be approach the Commission at the February meeting about changing the name of Lee Park to recognize former Mayor, Janet Creighton. Ms. Corbitt was not present at the meeting and Director Gordon stated that he had little success in acquiring information clarifying reason behind the naming of the current park. Ward Councilmember Smith is not in favor of changing the name of the park from its current name. This item will be tabled until a formal naming policy has been adopted and Ms. Corbitt is able to provide a formal proposal for a name change.
3. Bors Field – Property Easement Discussion – Director Gordon provided a letter from the City Law Department stating that the Commission did not need to provide approval for a proposed lease/easement of a section of a city owned parcel containing Bors Field. Director Gordon stated that he would be able to provide more details of the proposal at the next Commission meeting as the proposal is not yet formalized. However, he expressed concerns about the impact of this proposal on the adjacent Nimishillen Creek. He also believes that the exclusion of the Commission in this process could create long term authority concerns for the Commission on other park properties.
4. Willig Field – ODOT Harrisburg Road Construction Proposal – Director Gordon notified the Commission that a formal proposal will be forthcoming from ODOT regarding the impact of a new roundabout on Harrisburg Road on Willig Field. The proposed construction will encroach on the current Willig Field parking lot but will result in full paving, striping, and curbing of the lot. Director Gordon will e-mail the proposed layout to the Commissioner for their review when it becomes available.
5. AEP Easement Proposal – Director Gordon notified the Commission that multiple easement requests will be forthcoming at multiple parks throughout the city. Some of these easements are replacement requests but others are brand new. Director Gordon has significant concerns about the placement of these new easements and will try to work through these issues prior to presenting any of these requests to the Commission.
6. Kayak Event Proposal – Mr. Steve Mears from RunCanton presented a proposal to the Commission to contract with RunCanton to manage an event for Canton Parks and Recreation combining kayaks and running along the West Branch of the Nimishillen Creek. (See Enclosed Proposal) All proceeds would benefit Canton Parks and Mr. Mears will be working with Director Gordon to coordinate all of the necessary park services. If the event meets its expected participant level there will be no cost to Canton Parks beyond four hours of crew overtime for 4 to 6 employees. President Black motioned to approve the event. Commissioner Zutali seconded. Motion passed unanimously.
7. 2015 JBSC Budget Proposal – Director Gordon notified the Commission that the J. Babe Stearn Center had submitted a proposal for their 2015 budget allocation from the park levy funds. However, as the 2014 allocations have not yet been finalized. Director Gordon requested that consideration of this proposal be

postponed until the March meeting and that JBSC staff will be present to provide a full presentation of the 2014 expenses.

8. 12th St Bridge Construction Approval – Director Gordon presented a letter from City Engineer Dan Moeglin requesting approval of the 12th St Bridge Construction plans which reroute the Stadium Park Walking Track, West Branch Trail and Stadium Park Drive. The Commission requested that this item be revisited at the March meeting to allow them time to review the entire proposal.
9. Financial Report - President Black noted the improvement of the financial report format due to the change in City's financial software. Commissioner Black stated that he would like to meet with at a later date to review this new report in more detail. Commissioner Black motioned to approve the report. Commissioner Zutali seconded. Motion passed unanimously.
10. Director's Report – Director Gordon presented his monthly report (See attached) to the Commission and discussed the OPRA Conference (composed by Ms. Theresa Gang and enclosed) and provided an overview of the 2015 Canton Parks Project List. (See enclosed)

Commissioner Black motioned to adjourn at 6:20pm. Commissioner Pelger seconded. Motion passed unanimously. Meeting adjourned.

** Commissioner Zutali left the meeting at 5:36pm. All votes seconded by Commissioner Pelger with the exception of the Organizational Meeting took place after Commissioner Zutali's exit.*

Next Park Commission Meeting to be held at 4:00pm on March 11, 2015 at the Canton Park and Recreation Offices.

Andy Black, President

Derek Gordon, Director