

**CANTON PARK COMMISSION
BOARD MINUTES
MONTHLY MEETING
AUGUST 12, 2015**

The Canton Board of Park Commissioners met in a regular meeting on August 12, 2015.

Attendees:

Board Members: President - Andrew Black, Vice President – Wuyanbu Zutali

Staff Members Present: Park Director – Derek Gordon, Assistant Park Director – Dan Kunz, Office Manager - Theresa Gang, Park Police Officer – Michael Carpenter

Community Members: Ward 3 Councilmember – Jim Griffin, John Stone, Julie Sparks

The meeting was called to order at 4:28pm by President Black.

Meeting minutes from the July 8, 2015 regular Meeting were reviewed by the Commissioners.

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

OLD BUSINESS

1. 2015 Levy Campaign / Park and Recreation Transition Update – Director Gordon presented a copy of a proposed campaign strategy to the Commission along with a list of questions developed by himself and Recreation Director Greg Mytinger that will need to be answered to complete the merge process if the levy is successful. Director Gordon asked for the Commission to review both documents and provide their feedback. A meeting for both efforts will be set in September.
2. Lee Park – Name Change Request - Director Gordon presented a formal request from Ms. Gwen Corbett for a name change of Lee Park to the Janet Creighton Recreational Park – Home of the Mighty Might Baseball Team. Given his ties to the Lee Park area, Commissioner Zutali gauged the opinion of the local neighborhood and determined that the community was receptive to a name change of the park, but would prefer an option that is more directly reflects the historical features or individuals in the immediate vicinity of the park.
3. Mini Park #25 Land Acquisition Opportunity – Director Gordon presented the Commission with an informal request from Councilwoman Smith to consider the acquisition of a parcel adjacent to Mini Park #25. The purpose for this acquisition could be for parking, but the acquisition process may be challenging as the parcel is across an alley from the park and would require funding for development. In addition, parking lots are typically not built for a small neighborhood park as it is primarily accessed by citizens within walking distance. Given that the park master plan has recommended divesting in properties of this nature instead of acquiring them, the Commission advised the Director that further pursuit of this parcel would not be prudent at this time.
4. Park Master Plan Review – Postponed until a new Commissioner is appointed and present
5. Park Individual Master Plan Scope of Services Review – Director Gordon presented a scope of services from Environmental Design Group (EDG) to the Commission for the development of individual master plans for the priority parks identified in the overall master plan. Director Gordon stated that he is willing to obtain quotes from other consultants to perform this work, but given the quality of product produced by EDG for the master plan, their familiarity with the parks, and the data they already have on Canton Park properties, it is going to be very unlikely that any firm would be able to match or beat EDG's price or scope of services. The Commission asked Director Gordon to confirm whether these services would require a Request for Qualifications and they would reconsider this proposal along with the overall park master plan in September.
6. Westbrook Bathroom Door Upgrades - \$3,700 – Director Gordon brought this proposal back to the Commission for their review. After sending letters to all of the local veteran's organizations regarding their feedback on the use of the Westbrook Park Fund, only one response was received and it was in support of the bathroom upgrades. Commissioner Black motioned to approve the upgrades utilizing the Westbrook Veteran's Memorial Park Fund. Commissioner Zutali seconded. Motion passed unanimously.

7. Skate Park Location – After several months of investigation for a site location and pursuit of grant funding for a skate park Director Gordon informed the Commission that the train station is likely an undesirable location for the skate park and that Parks were denied funding from the grant application. He requested permission to select another site and work with ArtsInStark to find a location near the Arts District as requested by the Canton Skating Association. Director Gordon also requested permission to seek out opportunities to remove the station building or sell the property. Based on his conversations with the railroad there are no imminent plans for train service to return to the station, making ongoing maintenance of the station a poor use of resources. The Commissioners instructed Director Gordon to investigate these options for the train station and skate park in further detail and report back to the Commission.

EVENT REQUESTS

1. Canton Repository – Haunted History 5K – Stadium Park – October 10th. Commissioner Black motioned to approve the event. Commissioner Zutali seconded. Motion passed unanimously.
2. Canton Police Department – Community Cookout & Kickball Game – Brian’s Park – September 5th. Commissioner Black motioned to approve the event. Commissioner Zutali seconded. Motion passed unanimously.
3. Ebony Image Makers – Nimisilla Park – August 29th. Commissioner Black motioned to approve the event. Commissioner Zutali seconded. Motion passed unanimously.
4. Community Day – City of Grace Church - Meyer’s Park – August 16th. Commissioner Black motioned to approve the event pending receipt of the event insurance. Commissioner Zutali seconded. Motion passed unanimously.

NEW BUSINESS

1. Martindale Park Bathroom Project – Director Gordon presented a formal request to the Commission for the funding of a bathroom at Martindale Park. Canton Parks will need to front the entire balance of up to \$82,500 for this project to proceed and will be reimbursed by Stark Parks and a grant from Natureworks. Given the implementation of the master plan process which will push into 2016 Canton Parks has an adequate cash balance on hand to fund the entire project. Approximately \$50,000 of the \$82,500 will be reimbursed or is available pending Commission approval. Commissioner Black motioned to approve the project and required expenses. Commissioner Zutali seconded. Motion passed unanimously.
2. Recreation Report – Recreation Director Greg Mytinger presented the joint Park and Recreation Program Guide which had been recently modernized and restructured. It now includes all activities and offerings from both park and recreation and will be updated and distributed on a quarterly basis.
3. Financial Report - President Black motioned to approve the report. Commissioner Zutali seconded. Motion passed unanimously.
4. Director’s Report – Director Gordon presented his monthly report to the Commission. (See Attached)
5. Executive Session – Commissioner Black determined that an Executive Session was not required.

Commissioner Black motioned to adjourn at 6:05pm. Commissioner Zutali seconded. Motion passed unanimously. Meeting adjourned.

Next Park Commission Meeting is tentatively scheduled to be held at 4:00pm on September 9th, 2015 at the Edward “Peel” Coleman Community Center.

Andy Black, President

Derek Gordon, Director