

Kent Parks and Recreation
May 23, 2019
Kent Parks & Recreation Office

Members Present:

Peter Orlando
Debbie Smeiles
Jack Neuzil
Neil Dukes

Staff Present:

John Idone

Nancy Pizzino
Karen Magilavy
Megan Johns

Council Liaison

Gwen Rosenberg

The meeting started at 5:30, roll was noted. Jake and Sam are excused. **Jack made a motion to accept the minutes as printed and Debbie seconded there was no more discussion and the motion passed unanimously.**

Personal appearances None

Correspondence

Incoming We have received funding from the Christenson Foundation to replace our old projector

Outgoing – These 2 items are about donations received for the projector and the Torch Fest

Revenue No questions

Expenditures By looking at the expenditures we can tell it is a busy time of year.

Park Report We are caught up on the mowing, it is very wet. The ballfield crew is up and running. We have done the Spring Planting. Next we will be installing foul poles at Kramer and Plum Creek.

Recreation Report All the Summer Camp sign-ups are going strong. The Run Walk Club has over 40 registered. River Day was a great success. They did a fish shocking and found over 16 species of fish. The variety of fish is indicative of a clean river. John and Nancy met with George Joseph and Brian Bactel of Kent City Schools about taking over the Community Education Classes. They only have 4 or 5 classes right now. They will keep the swimming lessons and the Drivers Ed. We could put their Tai Chi in the fitness Center. We would be allow to use the schools at no charge. This will begin the start of the school year. Tonight is the camp kick off we have the inflatable up at Plum Creek and kids can meet the staff and have a good time.

Director Report

1. John has officially picked his retirement date of 6/30. **A motion to accept retirement of John Idone as P&R Director effective June 30, 2019 and to appoint a search committee of Debbie, Pete, John and Suzanne. Neil so moves and Jack seconded. All were in favor.**
2. John worked with Suzanne of Human Resources to update the P&R Director job's description. The description has not been updated since 1993. The board would like to increase the required experience to 5 to 7 years for essential tasks and add annual evaluations. John will talk to Suzanne. John would like to go through resumes by the 21st and schedule phone interviews with the search committee. Then after narrowing it down, second interviews with the staff and narrow it down further. Including background checks and reference checks it may take until September or later. **Debbie move accept the job description with the updates and Neil seconded and all were in favor.**
3. John strongly recommends appointing Nancy as Interim Director with a 10% increase in pay during that time. **Debbie made a motion to appoint Nancy as Interim Director with a 10% increase in pay during that time. Neil seconded and all were in favor.**
4. The swing set frames are set to be replaced at Yacavona Park soon.

5. The 40 year old swing set will be replaced in Fred Fuller Park. This swing set has a parent child swing.
6. The lease has started for the Canoe & Kayak Livery
7. The Cuyahoga River Water Trail is planned for this fall we will need to install signage. The signs are being designed and possible funding by ODNR.
8. We have collected donations to fully fund the Xtinguish Torch Celebration planned for June 20th.
9. Foul poles are going to be set at Kramer, Plum Creek and Al Lease ballfields.
10. There has been no response for the advertisement for bids for the concession stand at Kramer Fields. We have been talking to a person who has a food truck.
11. The new lease for the Fitness Center has been executed with a two year renewal option.
12. Trees have been planted at Fred Fuller and Yacovona Parks
13. Both easements to and from West River Place are filed at Portage County.
14. We paid the \$1 per 5 years to permit public parking at West River Place after 5pm and weekends at West River Place.
15. EDG contact for the design of Brady Leap Trail will be completed out of this year's budget, instead of ½ this year and ½ next year. This will enable bidding in early 2020.
16. We have repaid the city for the Betkoski and Middlebury acquisitions. **A motion to approve the 2020 Parks & Recreation budget was made by Jack and seconded by Debbie. After the board approves the budget it will go to City Council. There was no more discussion and the motion passed unanimously.**

At 6:15 the meeting ending.