

**CITY OF DELAWARE
PARKS AND RECREATION ADVISORY BOARD
CITY COUNCIL CHAMBERS
1 SOUTH SANDUSKY STREET
7:00 P.M.**

AGENDA

FEBRUARY 17, 2015

1. ROLL CALL
2. APPROVAL of the Motion Summary for the meeting held November 18, 2014 as recorded and transcribed.
3. INTRODUCTION of New Board Members
4. PUBLIC COMMENTS
5. UPDATE of YMCA Recreation Services
6. UPDATE of Parks Improvements
7. STAFF COMMENTS
8. MEMBER COMMENTS
8. DISCUSSION of Board Reorganization (Mayor Riggle)
9. ADJOURNMENT

ITEM 2

PARKS AND RECREATION ADVISORY BOARD
November 18, 2014
MOTION SUMMARY

ITEM 1. Roll Call

Chairman Shannon called the meeting to order at 7:01 p.m.

Members Present: Matt Polites, Kathy Shelton, Julie German, Gretchen Bowling, Vice Chairwoman Jennifer Davis and Chairman Shannon.

Members Absent: Linda Mathews, Nicole Lamar-Nelson, and Councilmember Chris Jones.

City Staff Present: Stacy Davenport, Parks Superintendent and Dan Whited, Public Service Group Director

YMCA Staff Present: Matthew Bruns, Executive Director

MOTION TO EXCUSE

Motion: Mr. Polites moved to excuse, Ms. Lamar-Nelson, Ms. Mathews, and Councilmember Jones, seconded by Vice-Chairwoman Davis. Motion approved by a 6-0 vote.

ITEM 2. APPROVAL of the Motion Summary for the meeting held November 19, 2014 as recorded and transcribed.

Motion: Mr. Polites moved to approve the Motion Summary for the meeting held August 19, 2014, seconded by Ms. Shelton. Motion approved by a 6-0 vote.

ITEM 3. PUBLIC COMMENTS

ITEM 4. DISCUSSION of YMCA Recreation Management Agreement

Mr. Bruns reviewed the discussions for the past year with Assistant City Manager, Jackie Walker regarding revisions to the agreement including a three year agreement. Mr. Bruns discussed some potential changes to YMCA Recreational services, such as, adding the Jack Florence Pool membership fee into their YMCA membership. Mr. Bruns provided information on the use of soccer fields at Veteran's Park and the progress of the Youth and Government Program.

ITEM 5. UPDATE of YMCA Recreation Services

Mr. Bruns provided an update on the Pumpkin Run held October 25, 2014. Mr. Bruns explained that flag football is still in session and basketball has begun. The Board was also informed that the YMCA will be offering a soccer recreational program in the spring. Mr. Bruns informed the Board that they had fifty riders for the second Livestrong event.

ITEM 6. UPDATE of Parks Improvements

Mr. Davenport provided a summary to the Board regarding Mingo Park tennis park rehabilitation project that is to begin in the spring of 2015. Mr. Davenport indicated that the landscaping at Veteran's Park has been completed and that OHM was chosen for the design of the park.

ITEM 7. UPDATES of Capital Improvement and Other Projects

Mr. Whited updated the Board of the Capital Improvement projects and the master plan for the bike trail. Mr. Whited informed the Board that City Council will be provided an update at their budget work sessions.

ITEM 8. DISCUSSION of Board Reorganization

Chairman Shannon recommended that this discussion remain tabled until the Board has replaced the recent open seats.

ITEM 9. STAFF COMMENTS

Mr. Davenport stated that the Christmas lights have been turned on and that the Christmas tree will be installed on November 20, 2014.

Mr. Davenport discussed with the Board of having a designated open and close season for the Hidden Valley Golf Course, with a recommendation of it being closed from November thru February. The Board agreed to have this as an item in future.

ITEM 10. MEMBER COMMENTS

Ms. Bowling informed the Board that cheerleading for basketball will be starting, with games scheduled for Tuesdays throughout the season.

Ms. Shelton clarified the current calendar year for the Hidden Valley Golf Course. Mr. Davenport explained that it is closed during inclement weather only.

Vice-Chairman Davis praised the staff for the tennis courts that are located at

Smith Park.

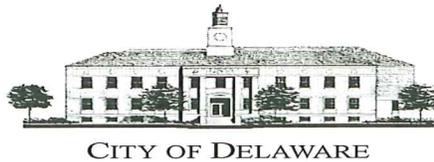
ITEM 10. ADJOURNMENT

Motion: Vice-Chairwoman Davis moved to adjourn the Parks and Recreation Advisory Board meeting, seconded by Mr. Polites. The Parks and Recreation Advisory Board meeting was adjourned at 7:48 p.m.

Jennifer Davis, Vice-Chairwoman

Elaine McCloskey, Clerk

ITEM 5



YMCA/Recreation Services

Recreation programs listed below are now coordinated through the YMCA

- I. Youth Programs/Classes**
 - A. Guitar did not have enough participants to run.
 - B. Call From North Pole was a success with over 60 phone calls made.
 - C. Babysitting Class was offered – 28 students attended two separate classes in December. Next class is Feb 8th.
 - D. Youth Lock-In – DelawaREADS ‘The Hobbit’ had 78 kids participate at the Y on December 29th.

- II. Youth Sports Programs**
 - A. Youth 3rd-6th grade basketball games have started. Games will run through the end of February.
 - B. Youth baseball/softball registration information will be out in February.

- III. Adult Programs/Classes**
 - A. Evening Diabetes Prevention for community running Thursdays 6-7 PM; Now registering for daytime class; A1c/ glucose levels must qualify in PRE-diabetic range to participate
 - B. LiveSTRONG at the YMCA- for community is running now. Next class is scheduled for Fall 2015. Intake interview with potential participants will be starting the last week in August.
 - C. Registration for LEVEL UP will begin January 15th. The LEVEL UP Challenge will run February 1-28th. Open to the community.

- IV. Adult Sports Programs**
 - A. Adult softball information will be out in late February.
 - B. We will be running 1 maybe 2 adult basketball tournaments starting in February. Information will be out in the next 2 weeks.

- V. Jack Florance Pool & Pool Programs**
 - A. Pool deepening project complete. Leak in Leisure pool found and repaired as well.
 - B. Pool winterized for the season.

- VI. Special Events**
 - A. Daddy Daughter Dance is Feb 20th at Council for Older Adults. Volunteers are needed.
 - B. Mother-Son Super Hero Party is March 20th at Mingo Park. Volunteers are needed.

C. Easter Egg Hunt is April Hunt is Saturday, April 4th at 11AM at Veterans Park. Volunteers are needed.

VII. Issues/Concerns

VIII. Shelters/Reservations

IX. Staff

Updated Report

To Be

Distributed At

Meeting

ITEM 6



CITY OF DELAWARE

Parks Improvements
January 2015

Veterans Park

Copy of Current Site Plan Enclosed

Troy Road Bike Path

Plans should be completed by the end of January.
Bid packet will then be assembled and wait for the court system to finalize the property use from the estate of the property owners.

Mingo Tennis Courts

Construction, weather permitting, should commence and the end of May or early June.

01 SITE DESIGN

Site Plan

LEGEND

- A** Vehicular drop-off
- B** Family splash pad related to toddlers and grade-school age children
- C** Seat wall to provide splash pad boundary as well as additional seating space
- D** Shade structure with tables and chairs for seating
- E** Ornamental and deciduous trees for additional shade in overflow lawn space
- F** Synthetic lawn for flex-space and seating around splash pad
- G** Flexible plaza space with seating areas for viewing of the activity zones
- H** Picnic Shelter
- I** Sunken plaza
- J** Raised planters used as retaining walls around sunken plaza
- K** Park building programmed with concessions, restrooms and storage
- L** Wood boardwalk between sand pits
- M** Sand pit with dinosaur bones
- N** Play structures with dinosaur theme elements
- O** Grass mound with multi-person slide, dinosaur tail & head, and fossil climbing wall
- P** Flexible green space
- Q** Three seasons building and patio with natural stone seats at the fireplace



ITEM 7

**CAPITAL IMPROVEMENT PLAN
PARKS IMPROVEMENT FUND
2015 - 2019**

	2015	2016	2017	2018	2019
BALANCE FORWARD	215,840	67,840	72,840	27,840	0
REVENUES:					
Neighborhood Park Exaction Fees	5,000	5,000	5,000	5,000	5,000
<i>CIP Allocation (pg. 1)</i>	100,000	180,000	15,000	47,160	80,000
TOTAL REVENUES	105,000	185,000	20,000	52,160	85,000
EXPENDITURES:					
COMMUNITY PARKS					
- Mingo	15,000	180,000		15,000	45,000
- Hidden Valley Clubhouse/ADA Improvements	75,000				
- Smith Park			15,000		30,000
- Blue Limestone	10,000				
NEIGHBORHOOD PARK IMPROVEMENTS					
- Carson Farms				10,000	
- Cheshire	5,000			10,000	
- Eastside			40,000		
- Lexington Glen					10,000
- Nottingham				25,000	
- Oakhurst			10,000		
- Riverview	10,000				
- Stratford Woods				20,000	
- Willowbrook Park	138,000				
TOTAL EXPENDITURES	253,000	180,000	65,000	80,000	85,000

**CAPITAL IMPROVEMENT PLAN
PARK IMPACT FEE IMPROVEMENT FUND
2015 - 2019**

	2015	2016	2017	2018	2019
BALANCE FORWARD	755,273	363,185	369,340	319,340	344,340
REVENUES:					
Impact Fees	225,000	225,000	225,000	225,000	225,000
Veteran's Plaza State Grant	320,000				
Veteran's Plaza Donations	110,000				
TOTAL REVENUES	655,000	225,000	225,000	225,000	225,000
EXPENDITURES:					
DEBT SERVICE					
Bonds					
Pool Imprvmnts (\$450,000 10yrs., 2006 Issue, 2016)	55,463	56,295	0	0	0
2006 Mingo Expansion (\$500,000 10yrs., 2016)	61,625	62,550	0	0	0
Total Debt Service	117,088	118,845	0	0	0
PARK FACILITY IMPROVEMENTS					
New Greenhouse - 2000 s.f.	50,000				
COMMUNITY PARK IMPROVEMENTS					
Veteran's Plaza Construction (City share \$50k)	480,000				
Ross St. Parkland Expansion (bldg. demo)		100,000			
Ross St. Park Improvement			75,000		
COMMUNITY TRAIL IMPROVEMENTS					
SR 37 (Westfield-Trotters)	400,000				
Other Trail Expansion Projects			200,000	200,000	200,000
TOTAL IMPACT FEE EXPENDITURES	1,047,088	218,845	275,000	200,000	200,000
IMPACT FEE BALANCE	363,185	369,340	319,340	344,340	369,340

Debt Balance Outstanding	114,144	0	0	0	0
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**CAPITAL IMPROVEMENT PLAN
EQUIPMENT REPLACEMENT FUND
2015 - 2019**

	2015	2016	2017	2018	2019
BALANCES FORWARD	217,896	77,296	39,288	45,035	65,952
REVENUES:					
<i>CIP Allocation (pg. 1)</i>	440,000	600,000	540,000	575,000	550,000
TOTAL REVENUE	440,000	600,000	540,000	575,000	550,000
EXPENDITURES:					
PUBLIC WORKS					
Pickup Trucks	56,000			30,000	36,000
Bucket Truck					96,000
Tandem Axle Dump Truck				165,000	
2 Ton Dump Truck	124,500	131,500	135,500		151,500
1 Ton Dump Truck	60,000		63,650		
Backhoe		99,698		102,000	
Skid Steer		38,000			42,000
Hot Box	30,000				
Asphalt Recycler			85,000		
Utility Van		21,500			
TOTAL PUBLIC WORKS	270,500	290,698	284,150	297,000	325,500
PARKS AND RECREATION					
3/4 Ton Pickup Truck	58,000	26,780	27,583	85,233	28,137
Skid Steer					45,373
1 Ton Dump Truck		60,000			
Park Mowers	22,600	16,250	28,000	20,850	22,000
Flail/Rotary/Woods Mower	7,500		7,500	15,000	
Harley Rake	13,000				
Utility Vehicle			11,000		
Utility Tractor (snow plowing/ballfields)	26,000	26,780			
45 HP Tractor			31,020		
TOTAL PARKS AND RECREATION	127,100	129,810	105,103	121,083	95,510
AIRPORT					
Jet A Truck/refurbish		75,000			
TOTAL AIRPORT	0	75,000	0	0	0
POLICE DEPARTMENT					
Police Cruiser Replacements (3/yr.)	114,000	116,000	118,000	120,000	122,000
Detective Vehicle	26,000	26,500	27,000		
TOTAL POLICE	140,000	142,500	145,000	120,000	122,000
CEMETERY					
Mini Track Hoe	25,000				
Leaf Machine	18,000				
Mower Replacement				16,000	
TOTAL CEMETERY	43,000	0	0	16,000	0
TOTAL EXPENDITURES	580,600	638,008	534,253	554,083	543,010
CARRY OVER BALANCE	77,296	39,288	45,035	65,952	72,942