

**CITY OF DELAWARE
PARKS AND RECREATION ADVISORY BOARD
CITY COUNCIL CHAMBERS
CITY HALL
1 S. SANDUSKY ST
7:00 P.M.**

AGENDA

JUNE 21, 2016

1. ROLL CALL
2. APPROVAL of Motion Summary for the meeting held April 19, 2016 as recorded and transcribed.
3. PUBLIC COMMENTS
4. UPDATE of YMCA Recreation Services
5. UPDATE of Parks Activities
6. UPDATE of Bike Master Plan
7. DISCUSSION and RECOMMENDATION of the Renaming Policy
8. DISCUSSION and RECOMMENDATION of Sub-Committees
 - a. YMCA Advisory Committee
 - b. HVGC Advisory Committee
9. DISCUSSION of Parks and Recreation Advisory Board Meeting Format
10. DISCUSSION and RECOMMENDATION of Spray & Play Rules
11. DISCUSSION and RECOMMENDATION of Boardman Art Garden Concepts
12. STAFF COMMENTS
13. MEMBERS COMMENTS
14. ADJOURNMENT

ITEM 2

PARKS AND RECREATION ADVISORY BOARD
MOTION SUMMARY
April 19, 2016

ITEM 1. Roll Call

Chairwoman Lash called the meeting to order at 7:00 p.m.

Members Present: Joshua Bricker, Cassie Cunningham, Dianna Hibinger, Nicole LaMar, Matt Polites, Lucas Ratliff, Councilmember Kyle Rohrer, and Chairwoman Allyson Lash

Members Absent: Julie German and Celeste Smith

City Staff Present: Chad Green, Project Engineer, Linda Mathews, Customer Service City Liaison, Stacy Davenport, and Parks Superintendent

YMCA Staff Present: Jeremy Byers, Associate Executive Director, Rob Morris, Youth Development Director

GUEST: Ted Miller will be starting May 4 as the new Parks and Natural Resource Director

Motion to Excuse: Mr. Polites moved to excuse Ms. German and Ms. Smith, seconded by Ms. LaMar. Motion approved by an 8-0 vote.

ITEM 2. APPROVAL of the Motion Summary for the meeting held March 15, 2016 as recorded and transcribed.

Motion: Mr. Polites moved to approve the Motion Summary for the meeting held March 15, 2016 as recorded and transcribed, seconded by Mr. Bricker. Motion approved by an 8-0 vote.

Mr. Davenport introduced Mr. Miller to the Committee.

ITEM 3. PUBLIC COMMENTS

ITEM 4. UPDATE of YMCA Recreation Services

Mr. Byers introduced Mr. Morris to the Committee.

Mr. Byers provided an update on youth registration for baseball. Mr. Byers indicated that adult softball will begin the week of April 28th.

Mr. Byers discussed the plans for the Healthy Kids Day, April 30th.

Mr. Bricker voiced his concern over residents of Delaware not being aware what programs are provided by the YMCA and which programs are provided by the City of Delaware. Mr. Bricker discussed the need for residents to be aware of what programs are being provided and funded by the City of Delaware.

Mr. Polites discussed the possibility to have coaches through youth programs at the YMCA receive compensation for their time by waiving the fee for their children to participate in the activity.

Chairwoman Lash requested a list of City of Delaware programs compared to YMCA programs.

Ms. LaMar discussed the possibility of the YMCA to hold lacrosse clinics in the future.

ITEM 5. UPDATE of Parks Activities

Mr. Davenport provided an update on the opening of the Dog Park, Veterans Memorial Plaza, and the Spray and Play at Veterans Park.

Mr. Davenport provided an update on the reopening of the Hidden Valley Golf Course.

Mr. Davenport stated that there was a meeting with Mr. Homan, Mr. Miller, and himself with the Northwest Neighborhood Association regarding turning the Boardman site into a passive park area.

ITEM 6. UPDATE of Bike Master Plan

Mr. Green provided an update on current projects including the Troy Road Bike Path and West William Street.

Mr. Green discussed funding sources for the various projects including the use of grants, partnering with O.D.O.T, and funds that are set aside in the budget.

Mr. Bricker asked if the city had considered tunneling as an option. Mr. Green discussed the expense of tunneling projects.

Mr. Ratliff voiced his concern regarding safety with a lack of lighting on bike paths around the Smith Park area. Information was provided on lighting that was installed on South Houk Road, and the approximate cost. Mr. Bricker discussed the option of solar lighting as a lighting source. Mr. Miller to provide information on solar lighting.

ITEM 7. DISCUSSION of the Renaming of Eastside Park

PUBLIC COMMENT:

Pat Yankie
149 N. Sandusky St.
Delaware, Ohio 43015

Mr. Yankie discussed the request to rename Eastside Park after Richard Bennett. Mr. Yankie provided information on the contributions of Mr. Bennett to the City of Delaware.

Chairwoman Lash stated that future discussions will occur in the sub-committees.

ITEM 8. FINALIZATION of Sub-Committee Assignments and Meeting Schedules

Chairwoman Lash indicated that there will be a set schedule of the time for each sub-committee meeting as they will be held as public meetings. Chairwoman Lash reminded the Board that Sub-Committee meetings will begin in May.

Chairwoman Lash reviewed the Sub-Committee assignments.

YMCA Sub-Committee: Joshua Bricker, Cassie Cunningham, Nicole LaMar, Matt Polites, and Celeste Smith

Parks Sub-Committee: Dianna Hibinger, Allyson Lash, Angela McWhinney, Lucas Ratliff, and Councilmember Kyle Rohrer

ITEM 9. STAFF COMMENTS

Ms. Mathews stated that Angela Macwhinney will be a new member as Ms. German will be resigning from the Board due to moving out of state.

ITEM 10. MEMBERS COMMENTS

Vice-Chairwoman Hibinger stated that there is a crack in the tennis courts located at Carson Farms.

Mr. Bricker discussed the improvements at Hidden Valley.

ITEM 11. ADJOURNMENT

Motion: Mr. Polites moved to adjourn the Parks and Recreation meeting, seconded by Vice-Chairwoman Hibinger. The meeting adjourned at 7:52 p.m.

Allyson Lash, Chairwoman

Elaine McCloskey, Clerk

ITEM 4



YMCA/Recreation Services

Recreation programs listed below are now coordinated through the YMCA

I. Youth Programs/Classes

- A.** Youth Baseball/Softball began season is approaching the halfway point of the season. Collectively, over 600 boys and girls registered to play this summer. Tournaments will be held the weeks of July 11-16 and July 19-23.
- B.** Summer Sports Camps are underway. We are offering basketball, flag football, gymnastics, hockey, soccer, and volleyball. Each sports camp runs Monday - Friday, and registration is ongoing each week.
- C.** Mingo Day Camp is running strong with roughly 70 participants per week.
- D.** Safety Town was sold out this year.
- E.** Youth Fire/Police Academy Camp is now registering. Ages 8-11.
- F.** FIT GAMES FOR KIDS! Summer challenge for kids to stay active and have fun during the summer months! There is a challenge board and wrist band for every youth signed up! If you complete all the challenges you will receive a medal!
Register: <https://goo.gl/VJsyhg>

II. Adult Programs/Classes

- A.** Diabetes Prevention Program: Participants learn about healthy eating and increasing their physical activity, with the goal of reducing their body weight by 7% and increasing their physical activity to 150 minutes per week.
- B.** The Livestrong Program is now accepting applications. This program focuses on helping survivors heal and reclaim their life.
- C.** Delay the Disease, a program for people with Parkinson's is now up and running. Classes are offered Monday, Wednesday and Friday from 1-2 pm.
- D.** We will have adult beginner swim lessons over at Mingo in June and Adult intermediate swim lessons at the YMCA in July.
- E.** The Y is organizing a volunteer group for the Iron Man Triathlon. Contact Roger Hanafin to join or for more info.

III. Adult Sports Programs

- A.** Adult Softball season is in progress. There are 13 men's teams who play on Thursday evenings, and there are 17 co-ed teams that play on Sunday afternoon/evenings. All games are played at Smith Park.
- B.** Open volleyball on Monday nights starts at 7:30p in the main gym at the Y.

C. Monday and Wednesday open basketball draws many participants who play between the hours of 8pm and 11pm. Saturday mornings (7am - 10am) also bring a solid number of members and guests for "pick up games" as well.

D. Over 25 people came out for Memorial Day Pickleball at Blue Limestone.

IV. Special Events

A. Jack Florance Swimming Pool is open and running smoothly.

B. Dave Staley Adult and Youth Triathlon will be Saturday, July 9th. Early Bird

Registration

ends June 30! Adult is \$35 and youth is \$25! Register: <https://goo.gl/Sr9f8T>

C. Movies @ Mingo returns the 3rd Friday of June-August. 8:15PM by the playground.

V. Issues/Concerns

VI. Shelters/Reservations

VII. Staff

A. Stephanie Gac is our new Assistant Aquatics Director

ITEM 5

Parks Monthly Report

Projects

- Grand Opening of Veterans Plaza was held May 30th attended by a couple hundred citizens
- Grand Opening of Veterans Spray and Play was held June 4th well attended, despite the over cast skies served over 300 hot dogs and received several positive comments. The kids had a blast

Parks

- Responded to 11 Customer Service Request
- Daily trash pickup in all parks-248.5 hours
- Landscaping beds-113 hours
- Park Mowing (Includes Travel)-513.5 hours
- Ball Field Maintenance-131 hours
- General Park Maintenance-147.5 hours
- ROW Mowing-237.5 hours

Forestry

- Responded to 13 Customer Service Request
- Reviewed plans
- General Tree maintenance-98 hours

Oak Grove Cemetery

- Performed 6 Internments
- Funeral Prep-16.5 hours
- Special Projects-37.5 hours
- Tree Maintenance-6 hours
- Mowing-271 hours
- Weed Eating-123.5 hours
- Foundations-39 hours

Hidden Valley Golf Course

- Open 390.5 hours
- Sold 8 Memberships
- Sold 29 Punch Cards
- Rounds Played-Memberships 607 rounds
Punch Cards 130 rounds
Regular Paid 1540 rounds

ITEM 7

CITY OF DELAWARE
PARKS AND NATURAL RESOURCES
POLICIES AND PROCEDURES
PARK AND FACILITIES NAMING AND DEDICATION POLICY

1.0 POLICY:

- 1.1 It is the policy of the City of Delaware, Parks and Natural Resources to name newly acquired or developed or as-yet unnamed parks and recreation facilities, after following the procedures outlined here.
- 1.2 Parks may name significant portions of an otherwise named park, such as a fountain, playfield, pavilion, skate area, or playground.
- 1.3 When naming any park or portion of a park, Parks will comply with the procedures set forth herein.

2.0 PURPOSE:

- 2.1 The purpose of the park and facilities naming and dedication policy is to provide a clear process for naming and dedicating parks and facilities owned and managed by the Parks and Natural Resources Department.
- 2.2 Ensure that parks and recreational areas are easily identified and located.
- 2.3 Ensure that names given are consistent with the values and characteristics of the City of Delaware.
- 2.4 Assure the quality of the title/name, so that it will serve the purpose of the city in a permanent manner.
- 2.5 Encourage public participation and input in order to fully represent the best interest of the area affected
- 2.6 Encourage and recognize the dedication of lands, or donations by individuals or groups.

3.0 DEFINITIONS:

- 3.2 Parks and Recreation Advisory Board (PRAB) – a citizen board created by the city Charter to advise the Parks and Natural Resources Director, the Mayor, the City Manager, City Council and other city departments with respect to park and natural resource matters.
- 3.3 Parks and Recreation Facilities – all properties and facilities in the park and recreation system of the City under ownership, management and/or control of the City of Delaware Parks and Natural Resources.

4.0 RESPONSIBILITY:

- 4.1 The Parks and Recreation Advisory Board is authorized to establish criteria and procedures to be followed in selecting names to be submitted to City Council.

5.0 PROCEDURES:

- 5.1 Staff, city residents, community leaders and organizations interested in proposing a name for a park, recreational area or facility must submit written recommendations, petitions, etc. for presentation to the Parks and Natural Resources Director for consideration by the Parks and Recreation Advisory Board. Recommendations need to describe in detail why the candidate merits such recognition. The Parks and Natural Resources Director will provide staff support.

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PARKS AND NATURAL RESOURCES
POLICIES AND PROCEDURES
PARK AND FACILITIES NAMING AND DEDICATION POLICY

- 5.2 The Parks and Natural Resources Department will use the media, community groups, notification to those who have participated in community meetings relating to the development and or acquisition of the park site, and appropriate signage to solicit suggestions for names from organizations and individuals. The Parks and Natural Resources Department will acknowledge and record for consideration all suggestions, solicited or not.
- 5.3 After considering the names and applying the criteria set forth in 6.0 below, the Parks and Natural Resources Director shall forward naming recommendations to the Parks and Recreation Advisory Board Chair, and provide the historical or other supportive information as appropriate to justify the recommendations.
- 5.4 The Parks and Recreation Advisory Board shall consider all requests and submit a formal recommendation for names deemed worthy of consideration to the City Manager and City Council.
- 5.5 The City Council will allow for public input and comment.
- 5.6 The City Council will confirm park, recreation areas, and facility names by resolution.
- 5.7 The City Council has final approval and may reject any naming or renaming request.

6.0 CRITERIA:

- 6.1 To avoid duplication, confusing similarity, or inappropriateness, the PRAB, in considering name suggestions, will review existing park and facility names in the park system.
- 6.2 In naming a park or facility, the PRAB will consider geographical location, historical or cultural significance, distinctive natural or geological features, and the wishes of the community in which it is located.
- 6.3 In naming community centers and other facilities, the committee will give considerable weight to the names that reflect the geographic location that gives identity to the community.
- 6.4 Parks and recreation facilities may be named for a person subject to the following conditions: the person must be deceased for a minimum of three years, and the person must have made a significant positive contribution to parks, recreation, or culture in the community without which the park/facility may not exist, or in which the individual's contributions enhanced a program or facility in an extraordinary way. The City will bear the cost of the plaque or monument indicating the name of the individual for whom the facility is named.
- 6.6 As a general rule, portions of a park or recreation facility will not have a name other than that of the entire facility. The Committee may consider exceptions in cases where, as a revenue or fundraising opportunity, a nomination is submitted to name a room within a community center after a corporate sponsor or in cases where an area within a park is distinctive enough, in the view of the Committee, to merit its own name.
- 6.7 When naming after a person or persons, written documentation of approval by next of kin to be honored (if available/possible) is required as part of the proposal.

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PARK AND FACILITIES NAMING AND DEDICATION POLICY

6.7 Because temporary “working” designations tend to be retained, the Parks and Natural Resources Director will carry out the naming process for a new park facility as early as possible after its acquisition or development. Facilities will bear number designations until the naming process results in adoption of a name.

7.0 EXCLUSIONS

7.1 Naming associations with tobacco, alcohol, contraceptives, religious organizations, political candidates or adjudicated felons are prohibited.

7.2 The dedication of small park amenities with an identifiable lifespan and not intended to be permanent such as fixed park benches and tables shall be addressed under a separate parks policy.

8.0 RENAMING

8.1 The intent of naming is for permanent recognition. The renaming of parks and facilities is strongly discouraged. It is recommended that efforts to change a name be subject to the most crucial examination so as not to diminish the original justification for the name or discount the value of the prior contributors. Parks named for subjects, other than individuals, may be changed in name only if the current name is ineffectual or inappropriate.

8.2 The same criteria and procedures will apply to renaming an existing park or facility.

ITEM 8b

RESOLUTION NO.

A RESOLUTION ESTABLISHING A GOLF COURSE ADVISORY BOARD FOR THE PURPOSE OF MAKING RECOMMENDATIONS TO CITY COUNCIL ON THE PLANNING, DEVELOPMENT AND OPERATION OF THE HIDDEN VALLEY GOLF COURSE.

WHEREAS, the Members of the Parks and Recreation Advisory Board, at their June 21, 2016 meeting, voted to recommend to City Council the re-establishment of a Golf Course Advisory Board.

NOW THEREFOR BE IT RESOLVED by the Council of the City of Delaware that

SECTION 1. That a Golf Course Advisory Board is hereby established for the purpose of making recommendations to the Parks and Recreation Advisory Board and City Council on the planning, development and operation of Hidden Valley Golf Course.

SECTION 2. This resolution shall be effective immediately upon its passage.

PASSED: _____, 2016

YEAS _____ NAYS _____
ABSTAIN _____

ATTEST: _____
CITY CLERK

MAYOR

ITEM 10

Spray and Play at Veterans Park Rules

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- The ~~Splash Pad~~ Spray and Play Park is unsupervised, **use at your own risk**
- Children under the age of 10 years old must have adult supervision at all times
- No running or rough play is permitted
- No pets, skateboards, cleats, bicycles, scooters, skates, balls, bats or any similar recreation equipment
- Glass containers are prohibited
- No soap, shampoos, conditioners, body lotions, or body washes are allowed near the Splash Pad
- Climbing on Splash Pad features is strictly prohibited
- Swim diapers are required for all children under 4 years old
- No objects (lawn chairs, etc.) allowed on the Splash Pad
- No drinking, spitting or spouting of Splash pad water
- No radios or other acoustical devices
- At the first sign of thunder or lightning, vacate the ~~Splash Pad~~ Spray and Play and seek shelter
- In the event of an emergency call 911
- In the event of a non-emergency or facility maintenance issue please call 740-203-1810

Splash Pad is open from 9:00 a.m. to 9:00 p.m. daily (weather permitting)

Memorial Day weekend through Labor Day

ITEM 11



Boardman Art Garden

Uniting Culture, History and Community

May 2016

Project Concept Overview

The 2.2 acre green space located along Winter, Catherine and William Streets, will be available for development in the summer of 2017. The neighbors and members of the Northwest Neighborhood Association envision the next evolution of this space as a passive park.

A passive park is one that does not have facilities for exercise or organized play, rather a green space with nature trails and benches. In this interpretation, the goal is to infuse the park with various and rotating art installations, as well as diverse horticulture, for added beauty and ongoing points of interest.

The area has several features that make this space appropriate for a neighborhood passive park:

- First, it is located along the perimeter of the Northwest Neighborhood and adjacent to Ohio Wesleyan University along William St. That location bridges the gap between the two, and would provide neighborhood curb appeal as a gateway into the historic Northwest District;
- Second, as the former site of a 1904 multi-story stone elementary school, it is believed the ground cannot be significantly disturbed (no buildings can be erected without asbestos and lead abatement);
- Third, the Delaware Run traverses the southern fifth of the green space and uncovering the creek may provide an attractive water feature;
- Fourth, there is a small outbuilding that has water, sewer and electricity for patrons of the park;
- Fifth, there is on-street parking on two sides of the location;
- Sixth, public recreation facilities are found within 2-3 blocks at Blue Limestone Park and Willis middle school (available in 2017).

Key characteristics of the envisioned park include:

- arched entryways from Winter, William and Catherine Streets
- natural barriers (hedges and trees) for sound deadening, fencing and visual calming
- winding paths with points of interest, artistic benches, small tables and low down-lighting
- open / day-lighted Delaware Run creek with gently sloping low banks and bridges to traverse the water feature
- a small covered stage or platform for performance art
- low maintenance, irrigated, natural gardens with four season color in the vegetation and unique plant varieties; including those that would attract birds, bees, bats and other wildlife
- permanent, temporary and natural art - selected from a variety of sources that are unique, yet complementary, to current art installations in Delaware
- renovation of the public restroom with solar power and other modern amenities
- artistic renderings of important and historical figures of Delaware

Funding for this development project will be through donations, grants, fund raisers and other means collected by the Northwest Neighborhood Association. Ongoing maintenance will be performed by the City of Delaware. Ownership of the property will be worked out between the Delaware City School Board and the City of Delaware.

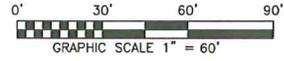
Contact:

Roxanne Amidon, President, Northwest Neighborhood Association, 614-226-8744

**CITY OF DELAWARE
PARKS & NATURAL RESOURCES
BOARDMAN ART GARDEN
CONCEPT 1**



DATE: JUNE 13, 2016
SHEET SIZE: 8.5 x 11



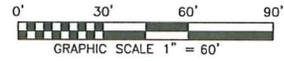
- NOTES:
1. SITE FURNITURE SUCH AS BENCHES, TRASH CANS, ETC. TO BE INCLUDED IN FINAL DESIGN.
 2. STREAM RESTORATION IS PRELIMINARY. DETAILS IN FINAL DESIGN.
 3. FUTURE RESTROOM FACILITY TO BE INCLUDED AS DETERMINED BY COMMITTEE. MAYBE AN ALTERNATIVE AS COST ESTIMATES ARE REALIZED.
 4. BORDERS FROM EXISTING PARK REMOVED AND OPEN VIEWS INTO PARK ARE PROMOTED FOR SAFETY.
 5. AMPHITHEATER TO BE BUILT AS A NATURAL SETTING AND PART OF THE STREAM RESTORATION.

- STREAM UNDERGROUND
- STREAM DAYLIGHTED
- STREAM RESTORATION AREA
- BRIDGE

**CITY OF DELAWARE
PARKS & NATURAL RESOURCES
BOARDMAN ART GARDEN
CONCEPT 2**



DATE: JUNE 13, 2016
SHEET SIZE: 8.5 x 11



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