

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

AGENDA

March 21, 2017

1. ROLL CALL
2. INTRODUCTION of New Parks and Recreation Advisory Board Member
3. APPROVAL of Motion Summary for the meeting held February 21, 2017 as recorded and transcribed.
4. PUBLIC COMMENTS
5. PRESENTATION of Partnership with United Way for “Born Learning Trail”
6. UPDATE of YMCA Recreation Services, Programs and Events
7. UPDATE of YMCA- Spray and Play Shelter Use
8. UPDATE of Riverview Park
9. UPDATE of Parks Activities
10. STAFF COMMENTS
11. MEMBERS COMMENTS
12. ADJOURNMENT

**PARKS AND RECREATION ADVISORY BOARD
MOTION SUMMARY
February 21, 2017**

ITEM 1. Roll Call

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

Members Present: Joshua Bricker, Wayne Brookover, Cassie Cunningham, Bob Dalton, Angela MacWhinney, Councilmember Kyle Rohrer, Vice-Chairwoman Dianna Hibinger, and Chairwoman Allyson Lash

Members Absent: Matt Polites

City Staff Present: Ted Miller, Parks and Natural Resource Director

YMCA Staff Present: Jeremy Byers, Associate Executive Director and Roger Hanafin, Youth, Teen and Family Program Director

Motion to Excuse: Mr. Bricker moved to excuse Mr. Polites, seconded by Councilmember Rohrer. Motion approved by an 8-0 vote.

ITEM 2. APPROVAL of the Motion Summary for the meeting held January 17, 2017 as recorded and transcribed.

Motion: Mr. Dalton moved to approve the Motion Summary for the meeting held January 17, 2017 as recorded and transcribed, seconded by Mr. Brookover. Motion approved by a 7-0-1 (Rohrer) vote.

ITEM 3. PUBLIC COMMENTS

PUBLIC COMMENT:

Tom Wolber
272 Hearthstone Drive
Delaware, Ohio 43015

Mr. Wolber requested an update on the status of Riverview Park, as it was not included in the Park Index.

Dr. Dustin Reichard
Ohio Wesleyan University, Assistant Professor of Zoology
Delaware, Ohio 43015

Dr. Reichard requested to use park resources to study the American Wood Cock and the Dark-Eyed Junco birds. Dr. Reichard discussed the need to be in city

parcs around dusk and dawn for the study. Dr. Reichard provided information on his catch and release process.

Motion: Mr. Brookover moved to approve the bird study, seconded by Mr. Dalton. Motion approved by an 8-0 vote.

ITEM 4. UPDATE of YMCA Recreation Services, Programs and Events

Mr. Hanafin discussed the upcoming Mother-Son Superhero Party, and that the event has 500 registered participants. Mr. Hanafin requested the board members consider volunteering at the event, which will be held March 10, 2017.

Information was provided to the board regarding the Healthy Kids Day.

ITEM 5. RECOMMENDATION of Bike Plan

Mr. Miller reviewed the provided list of priority projects for the proposed Bike Plan.

Motion: Mr. Bricker moved to recommend to City Council the Bike Plan with the recommendation of the top 15 priority projects identified by the Parks and Recreation Board, seconded by Vice-Chairwoman Hibinger. Motion approved by an 8-0 vote.

ITEM 6 RECOMMENDATION of Hidden Valley Golf Course Strategic Plan for Sustainability

Mr. Miller reviewed the Strategic Plan for Sustainability. Mr. Bricker provided information on the recommendation for alcohol sales at the golf course. A discussion was held on the potential use of volunteer rangers to monitor the use of alcohol on the course.

Mr. Dalton moved to recommend to City Council the Hidden Valley Golf Course Strategic Plan for Sustainability, seconded by Ms. MacWhinney. Motion approved by an 8-0 vote.

ITEM 7. DISCUSSION of Partnership with United Way for "Born Learning Trail"

Mr. Miller provided information regarding the "Born Learning Trail".

ITEM 8. DISCUSSION of After Care Program – Mingo Gym Facilities

Mr. Hanafin discussed the plans to have extended hours for the Summer Daycare Camp and to use part of the Mingo Gym for this time to allow for more participants in the extended hour program. Mr. Hanafin explained that the size

of the Noe-Bixby room only allows for 24 children. Mr. Hanafin discussed the ratio of children to counselors.

Mr. Hanafin and Mr. Byers discussed with the board the proposed use of the rental shelter facility at the Spray and Play for the Sports Themed Daycare Summer Camp. Mr. Hanafin discussed the request to access the shelter in the morning hours until lunch when the shelter is not being rented out.

The board plans to discuss this in further at the next scheduled meeting.

ITEM 9. UPDATE of Parks Inventory

Mr. Miller discussed the difference of pocket parks compared to neighborhood parks.

Mr. Bricker recommended that space be made for additional shelters.

ITEM 10. UPDATE of Parks Activities

Mr. Miller provided an update regarding recommendation for a No Parking Zone to Council by the Parking and Safety Committee and the effects it will have to parking for soccer practice on Lexington Boulevard.

ITEM 11. STAFF COMMENTS

ITEM 12. MEMBERS COMMENTS

ITEM 13. ADJOURNMENT

Motion: Vice-Chairwoman Hibinger moved to adjourn the Parks and Recreation meeting, seconded by Councilmember Rohrer. The meeting adjourned at 8:34 p.m.

Allyson Lash, Chairwoman

Elaine McCloskey, Clerk



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Born Learning Trail Memorandum of Understanding

United Way of Delaware County

AND

City of Delaware

This document describes the agreed-upon responsibilities and expectations between United Way of Delaware County (Lead Organization) and City of Delaware (UWDC Partner) for the installation and maintenance of the Born Learning Trails. The purpose of Born Learning Trails is to build resiliency in our children, encourage them with long-term social & emotional development skills, and increase opportunities for our families to interact together.

United Way of Delaware County is partnering with City of Delaware along with other local parks through this project, which is an extension of the Strengthening Families initiative and its partners. This project contains three components: (1) installation; (2) promotion and “ribbon cutting”; and (3) maintenance.

RESPONSIBILITIES AND EXPECTATIONS

For this project United Way of Delaware County serves as the “lead” organization. As the lead organization, United Way of Delaware County is responsible for the following:

- **Materials** – Each Born Learning Trail will be comprised of ten stations; each station will contain a sign, post, and occasionally paint necessary for installation and be no more than three yards in length. Signage will contain logos representing United Way and sponsor(s).
- **Installation** – Groups of 10 -15 volunteers will utilize an afternoon (rain dates will be provided for each scheduled installation) to install the materials in a neat and timely fashion.
- **Promotion** – Media connections and social media promotion will be used to promote the creation and ribbon cutting of the trails.
- **Ribbon Cutting** – A celebration targeted at neighborhood, media, volunteers, and donors will be held to draw attention to the trail promote trail usage and community partnerships.
- **Maintenance** – Volunteers and repair materials will be provided on a schedule matching or similar to that of City of Delaware’s maintenance schedule. Only repairs to signage and paint will be provided.

Under this Agreement, City of Delaware agrees to:

- **Location** – Provide paved space/spaces to accommodate ten individual stations no more than three yards in length per station.
- **Promotion** – Assist in the promotion of the trail and the ribbon cutting ceremony by distributing social media messaging and physical flyers.
- **Maintenance** – Work with United Way of Delaware County to provide a trail maintenance schedule for all park repairs, excluding paint and signage attached to the Born Learning Trail.

TIME PERIOD

This Memorandum of Understanding shall remain in place from May 1, 2017 through June 30, 2021 unless modified in writing before that date.

TERMINATION

This Agreement may be terminated in whole or in part by either party without cause. Written notice of termination shall be given in writing to both United Way of Delaware County and City of Delaware and shall be sent via certified or registered mail with return receipt requested. United Way of Delaware County will be responsible for the removal of a terminated trail and all of its materials. Failure to honor any of the obligations stated above may also result in the termination of this Agreement.

POINT OF CONTACT

Kelsey Fox
 Collective Impact Specialist
 United Way of Delaware County
kfox@uwaydelaware.org
 614-436-8929

Signatures of authorized agency representatives:

Signature

Date

Signature

Date

Attachment A

Sample FBCO Partner Reporting Form

Reporting Date: November 17, 2007
Organization Name: CDF GRASSROOTS ORGANIZATION
Project Budget: \$50,000
Funds Used to Date: \$25,000

Brief Overview of the Capacity Building Plan: CDF GRASSROOTS ORGANIZATION is using the funds for this project to increase the effectiveness and efficiency of its fundraising efforts. This includes hiring a fundraising consultant to review previous proposals, help develop a fundraising plan for the organization, review overall fundraising costs, and train our board of directors in grassroots fundraising strategies.

Summary of Activities Since Previous Reporting Period: During this past quarter we have completed our fundraising plan, and it is currently being reviewed by the recently established fundraising committee on the board. Our fundraising consultant has also reviewed and provided feedback on the content of recent fundraising proposals for foundations and government agencies. Our funds were used to pay our fundraising consultant (see invoice attached) and to purchase software to keep track of potential individual donors (receipt included).

Please attach any invoices or copies of receipts for purchases made with this funding.

Attachment B

Use of Federal Funds for Religious Activities

Organizations and their faith-based and community partners shall not use direct Federal grants or contracts under the CCF CEY Demonstration Program to support inherently religious activities, such as religious instruction, worship, or proselytizing. Therefore, an organization must take steps to separate, in time or location, their inherently religious activities from the CCF CEY-supported services. Some of the ways organizations may accomplish this include, but are not limited to, promoting only the federally funded program in materials, websites, or commercials purchased with any portion of the Federal funds. Further, participation in such activity by individuals receiving services must be voluntary.

A faith-based organization receiving HHS funds retains its independence from Federal, state, and local governments, and may continue to carry out its mission, including the definition, practice, and expression of its religious beliefs. For example, a faith-based organization may use space in its facilities to provide secular programs or services funded with Federal funds without removing religious art, icons, scriptures, or other religious symbols.

In addition, a faith-based organization that receives Federal funds retains its authority over its internal governance, and it may retain religious terms in its organization's name, select its board members on a religious basis, and include religious references in its organization's mission statements and other governing documents in accordance with all CCF CEY Demonstration program requirements, statutes, and other applicable requirements governing the conduct of HHS-funded activities. Regulations pertaining to the Equal Treatment for Faith-Based Organizations, which includes the prohibition against Federal funding of inherently religious activities, can be found at either 45 CFR 87.1 or the HHS website at <http://www.os.dhhs.gov/fbci/waisgate21.pdf>.



YMCA/Recreation Services

Recreation programs listed below are now coordinated through the YMCA

I. Youth Programs/Classes

- A.** Grades 3-6 Rec Basketball League season is complete. Tournament championships were played this past Saturday, March 11th. The season was very successful, with a total of 15 teams across both age divisions (3rd-4th and 5th-6th). Coaches, players, and parents were thrilled by witnessing sponsor representatives attend games and cheer on their team(s).
- B.** Spring Soccer registration remains open. League play for age divisions 4-5, 6-7, and 8-9 begins on April 8th. Teams will play 6 consecutive Saturdays, with the final games played on May 13th.
- C.** Summer Baseball/Softball registration also remains open.
- D.** Summer Golf and Tennis Lessons are open for registration.
- E.** Safety Town Registration is now open for 2017.
- F.** Registration for Youth Fire/Police Academy Summer Camp is now open.
- G.** Recruitment for Youth in Government is going on now. High School students participate in a Mock City Hall and a Mock State Assembly. Looking for Adult Volunteers as well.
- H.** New Healthy Weight and your Child program is currently taking registrations. This program is designed with the whole family in mind. This evidence based program for youth 7-13 with a BMI or 95% focuses on learning skills to live a healthier lifestyle long-term.

II. Adult Programs/Classes

- I.** 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. Currently registering for this program.
- J.** 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.

III. Adult Sports Programs

A. Open volleyball (Monday evenings) and basketball (Monday and Wednesday late nights, and Saturday mornings) has been very popular this winter. Typically, volleyball draws 18-20 players every Monday. Basketball is similar on Mondays and Wednesdays, while Saturday morning brings 20 or more players each week,

B. Softball (Men's, Women's, and Co-Ed Leagues) registration is open.

C. Golf and Tennis lessons for adults are also being offered this summer. Registration is open.

D. Adult Pickleball - Thursday Night Open Pickleball was added to the Gym schedule and has been popular drawing 10-16 people each week.

IV. Special Events

A. Mother-Son Super Hero Party was held on March 10, 2017 at Mingo Park. The event was sold out with 570 people. City of Delaware residents had priority registration. Volunteers are needed.

B. Easter Egg Hunt and Kite Festival Date: April 15, 2017 11am sharp Location: Veterans Park, 1121 S. Houk Road. The Easter Bunny will be there. There will be food trucks. Bring a kite and join in the family fun after the hunt. Please bring your own basket. Ages 1-9. FREE.

C. Healthy Kids Day is April 29th from 8:30-11:30AM. The event is free for the Community. Might be a good place for the committee to set up a table. In addition to dozens of community partners, inflatables, demonstrations, etc...there will be a 5K/1 Mile organized by Delaware City Schools.

D. JFlo will be open Saturday, May 27th. Jflo website is up-to-date with season information and pricing. Summer swim lessons will be posted Monday, April 24th for all to view. Registration for members will open Saturday, April 29th and Non-members on Saturday, May 6th.

V. Issues/Concerns

VI. Shelters/Reservations

VII. Staff

Parks Monthly Report February 2017

Parks

- Responded to 2 Customer Service Request
- Daily trash pickup in all parks-186 hours
- ROW Trash-42 hours
- Landscaping beds-128.5 hours
- Snow Removal-47 hours
- General Park Maintenance-167 hours
- Holiday Displays-13 hours

Forestry

- Responded to 3 Customer Service Request
- Reviewed plans
- General Tree maintenance-147.5 hours

Oak Grove Cemetery

- Performed 5 Internments
- Funeral Prep-51 hours
- Tree Maintenance-21.5 hours
- Landscaping-101.5 hours
- Holiday Displays-13 hours
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Hidden Valley Golf Course

- Course Open 02/18/17-02/27/17 due to favorable weather
- Sold 11 Memberships with 83 rounds played
- General Rounds Played-131

Donations Made:

2-9 hole rounds of golf (weekends and holidays excluded) to Smith School-Arts Integration School