

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

**AGENDA**

April 18, 2017

1. ROLL CALL
2. INTRODUCTION of New Parks and Recreation Advisory Board Member
3. APPROVAL of Motion Summary for the meeting held March 21, 2017 as recorded and transcribed.
4. PUBLIC COMMENTS
5. RECOMMENDATION of Partnership with United Way for “Born Learning Trail”
6. RECOMMENDATION of Park and Facilities Naming and Dedication Policy
7. UPDATE of YMCA Recreation Services, Programs and Events
8. UPDATE of Parks Activities
9. STAFF COMMENTS
10. MEMBERS COMMENTS
11. ADJOURNMENT

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

ITEM 1. Roll Call

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

Members Present: Wayne Brookover, Cassie Cunningham, Angela MacWhinney, Robert Ruh, Councilmember Kyle Rohrer, Vice-Chairwoman Dianna Hibinger, and Chairwoman Allyson Lash

Members Absent: Joshua Bricker and Bob Dalton

City Staff Present: Ted Miller, Parks and Natural Resource Director and Linda Mathews, Custom Service Liaison

YMCA Staff Present: Jeremy Byers, Associate Executive Director

**Motion to Excuse:** Councilmember Rohrer moved to excuse Mr. Bricker and Mr. Dalton, seconded by Mr. Ruh. Motion approved by a 7-0 vote.

ITEM 2. INTRODUCTION of New Parks and Recreation Advisory Board Member

ITEM 3. APPROVAL of the Motion Summary for the meeting held February 21, 2017 as recorded and transcribed.

**Motion:** Councilmember Rohrer moved to approve the Motion Summary for the meeting held February 21, 2017 as recorded and transcribed, seconded by Vice-Chairwoman Hibinger. Motion approved by a 7-0 vote.

ITEM 4. PUBLIC COMMENTS

ITEM 5. PRESENTATION of Partnership with United Way for “Born Learning Trail”

**PRESENTOR:**

Kelsey Fox  
Collective Impact Specialist  
United Way of Delaware County  
8999 Gemini Parkway, Ste. 100  
Columbus, Ohio 43240

Ms. Fox discussed the pilot program for the “Born Learning Trail” and the United Way’s role in the installation and maintenance. A discussion was held of the

potential location for the trails at Blue Limestone Park and Veterans Spray and Play. Chairwoman Lash voiced a concern over potential increasing of congestion at the Spray and Play location and requested information on where specifically the layout of the signage for the trails will be. Mr. Miller informed the Board that he will provide at the next meeting a potential layout of the trails. The Board voiced their support for the project.

ITEM 6. UPDATE of YMCA Recreation Services, Programs and Events

Mr. Byers provided an update on the baseball and softball registration.

Chairwoman Lash requested volunteers to assist at the Healthy Kids Day event on April 29, 2017.

ITEM 7. UPDATE of YMCA – Spray and Play Shelter Use

Mr. Miller informed the Board that there are no plans to have the YMCA use the shelter for the upcoming season, but will determine the success of their summer program and determine other options that may be available for future camps.

ITEM 8. UPDATE of Riverview Park

Mr. Miller discussed plans to use the park for school field trips that visit the Water Plant and the new exhibit hall. Mr. Miller discussed current plans for use of the park area to be a greenspace. A discussion was held on the need for a gate at the entrance of the park.

ITEM 9. UPDATE of Parks Activities

Mr. Miller provided an update on the maintenance of the planters throughout the downtown area.

Mr. Miller informed staff that the Bike Plan 2025 will be presented at City Council for public comment at the April 10, 2017 meeting.

ITEM 10. STAFF COMMENTS

Mr. Miller provided an update on the request for the basketball courts by the Delaware Community Coalition.

ITEM 11. MEMBERS COMMENTS

Councilman Rohrer discussed the recent meeting that he had with members of the Northwest Neighborhood Association in regards to Boardman Park. Mr. Brookover informed the Board of his observation of boy's lacrosse practicing at the park.

ITEM 12. ADJOURNMENT

**Motion:** Mr. Brookover moved to adjourn the Parks and Recreation meeting, seconded by Vice-Chairwoman Hibinger. The meeting adjourned at 7:35 p.m.

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Allyson Lash, Chairwoman

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Elaine McCloskey, Clerk

# welcome to the **Born Learning** trail!

Did you know that learning is happening all the time?

For ways to learn together, just look for the *Born Learning Trail* signs. By playing and exploring you help young children get ready for success in school and in life.

Together, you can turn everyday moments into learning moments.

**Happy trails!**



For more ideas, visit  
[bornlearning.org](http://bornlearning.org)



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# watch learn stop play

**Let your child lead the way.**

## **Try this:**

- \* Watch what your child likes to do. Is it playing with other children, looking at bugs or heading for the slide?
- \* Do the things your child likes to do.
- \* Is your child staring or pointing at something? Ask, “What do you see?”

**Trail tip:** When you follow a child’s lead, curiosity and confidence grow.



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# look

## learn laugh

Take time to pay attention to your child.

### Try this:

- \* Stand in the circles, looking at each other. Make each other smile or laugh.
- \* Hold hands, give your child a hug, a smile or a pat on the back.
- \* Watch, listen and learn. See what your child looks at, talks about and does.

**Trail tip:** Paying attention to children helps them to feel special and secure.



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# talk listen sing

**Talk it up while you play.**

## **Try this:**

- \* Listen to the birds. Ask, “What are they saying? Can you sing like them?”
- \* Talk with your child. Ask, “What should we do next?”
- \* Make up silly stories or songs. Sing, “Swing, swing, bo, bing ...”

**Trail tip:** Talking and singing with children teaches them words and gets them ready to read.



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say see  
point  
read

**Start your child on the road to reading.**

**Try this:**

- \* Point to the letters painted on the ground. Say the sound each letter makes.
- \* Think of words or names that start with A, B or C.
- \* Point and say, “I see a tree. What rhymes with tree?” Take turns.

**Trail tip:** Playing with letters and sounds helps children get ready to read.



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# imagine create pretend

Turn any time into story time.

## Try this:

\* Tell stories about yourself and your family.  
Begin with “When I was little ...”



\* Look around for story ideas. See a bird?  
Say, “Once there was a bird named ...”

\* Have your child help tell the story. Ask,  
“What do you think the bird likes to do?”

**Trail tip:** Storytelling can grow a child’s ability to imagine and listen.



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# jump clap skip move

Get your child up and active.

## Try this:

- \* Pretend to move like an animal. Walk like a duck or jump like a frog.
- \* Walk backwards or skip. Can your child do the same?
- \* Ask your child to do what you do. Clap or wave your hands. Point. Smile.



**Trail tip:** Physical activity exercises a child's body and mind.



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# toss hop shake wiggle

Get up and moving with your child.

## Try this:

- \* Play hopscotch. Toss a small rock on one of the squares. Then hop over it.
- \* Wave your arms or tap your head as you hop.
- \* Call out a number and ask your child to stand on it. Take turns.

3

**Trail tip:** Games like these will get children's brains and bodies moving.



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# describe compare learn

Turn simple ideas into learning games.

## Try this:

- \* Look at the shapes on the ground. How are they the same? Different?
- \* Can you find anything else in the park that is shaped like a circle or a rectangle?
- \* Ask your child to stand inside (or outside) the square.

**Trail tip:** Looking at the world in a new way helps children get ready for reading and math.



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# look listen touch think

Learn about the world around you.

## Try this:



- \* Find a flower or a tree. Touch it. Talk about it. (Is it hard or soft? Rough or smooth?)
- \* Compare things, like flowers or leaves. (Which are bigger? Smaller?)
- \* Talk about these bits of nature. (Did they fall from a tree? Grow up from the ground?)



**Trail tip:** Exploring the things around you helps children learn how to solve problems.

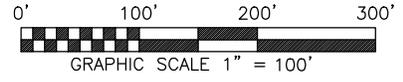


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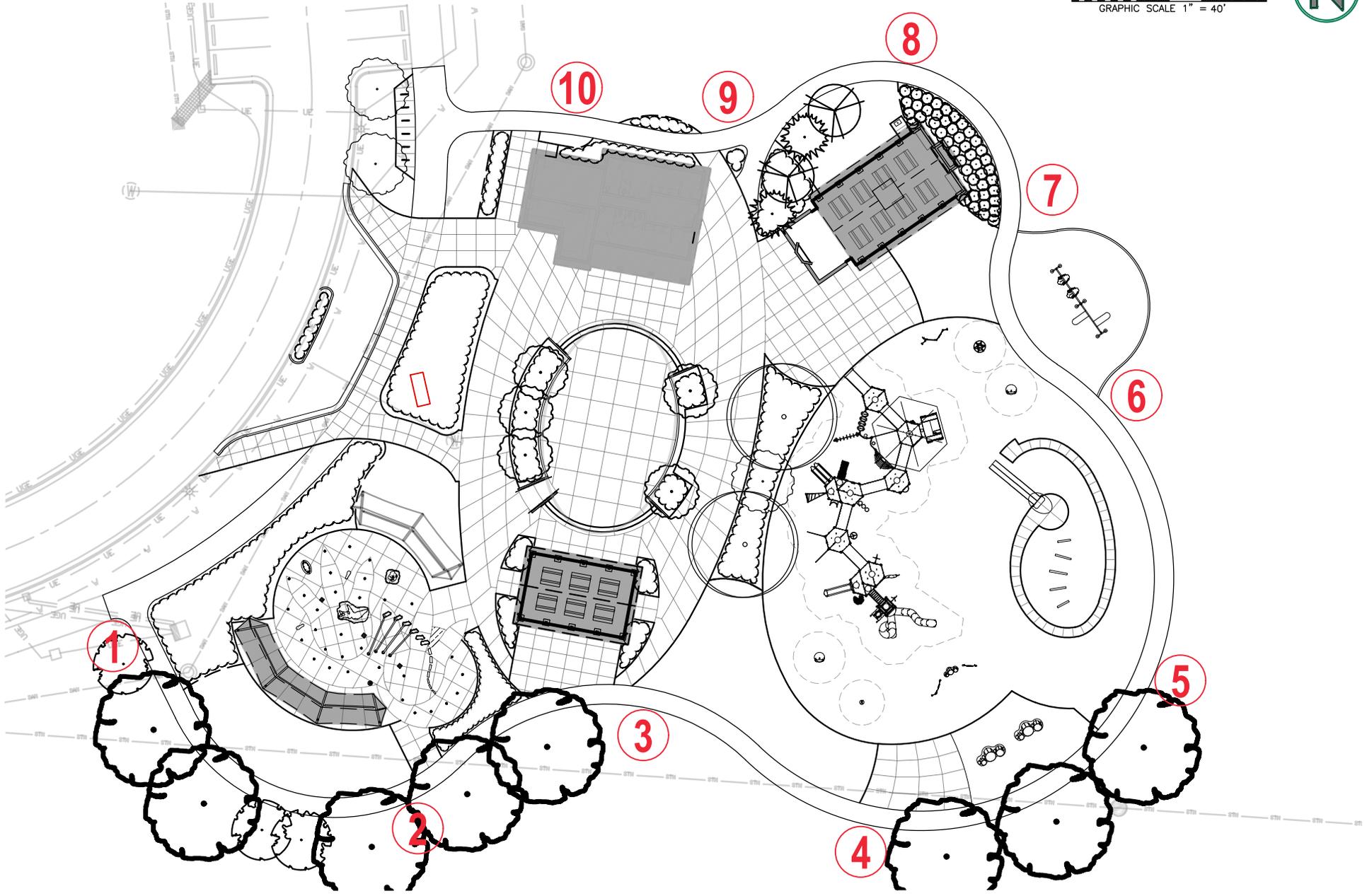
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CITY OF DELAWARE  
PARKS & NATURAL RESOURCES  
United Way Born Learning Trail Map Key



DATE: April 4, 2017  
SHEET SIZE: 11 x 17



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 (or portions of park as described below) and recreation facilities, after following the procedures outlined herebelow.
- 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 OF POLICY:

- 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:

- 3.1 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.
- 3.2 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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- 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. If City Council rejects naming or renaming request the application will return to the Park & Recreation Advisory Board for submission of a new name.

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 PRAB 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~~ **one** 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 sign, plaque or monument indicating the name of the individual for whom the facility is named.
- 6.5 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.

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- 6.6 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.
- 6.8 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.



### **YMCA/Recreation Services**

**Recreation programs listed below are now coordinated through the YMCA**

#### **I. Youth Programs/Classes**

- A.** Spring Soccer league play has begun for age divisions 4-5, 6-7, and 8-9. The first games will be played on Saturday, April 8th. Teams will play 6 league games, with the final games played on May 20th. This season we collected 305 player registrations. We have 31 total teams across all age divisions.
- B.** Summer Baseball/Softball registration remains open past the posted deadline. Across all age divisions, registration numbers are similar to 2016.
- C.** Summer Golf and Tennis Lessons remain open for registration.
- D.** Safety Town Registration is now open for 2017.
- E.** Registration for Youth Fire/Police Academy Summer Camp is now open.
- F.** Youth and Government Assembly is April 20-22.
- G.** 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**

- H.** 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..
- I.** 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..

#### **II. Adult Sports Programs**

- A.** Open volleyball (Monday evenings) and basketball (Monday and Wednesday late nights, and Saturday mornings) has tapered in participant numbers in recent weeks. Spring is here, and the improved weather is likely the main reason. Volleyball still draws 15 or so players every Monday. Basketball is similar on Mondays and Wednesdays and Saturday mornings
- B.** Softball (Men's, Women's, and Co-Ed Leagues) registration remains open. As in recent years, we will run leagues for Men (Thursdays) and Co-Ed (Sundays). A meeting for captains is tentatively scheduled for Thursday April 20th at the Y. Men's league will begin play on Thursday April 27th, while Co-Ed will begin on either April 23rd (preferred) or April 30th.
- C.** Golf and Tennis lessons for adults are also being offered this summer.

Registration remains open.

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

### **III. Special Events**

A. 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.

B. 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.

C. 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.

### **IV. Issues/Concerns**

#### **V. Shelters/Reservations**

#### **VI. Staff**

# **Parks Monthly Report**

## **March 2017**

### **Parks**

- Responded to 1 Customer Service Request
- Daily trash pickup in all parks-156.5 hours
- ROW Trash-21.5 hours
- Landscaping beds-166 hours
- Snow Removal-80 hours
- General Park Maintenance-315.5 hours
- Holiday Displays & Special Events-39 hours
- Mowing-3 hours
- Ball Field Maintenance-16 hours

### **Forestry**

- Responded to 3 Customer Service Request
- Reviewed plans
- General Tree maintenance-202.5 hours

### **Oak Grove Cemetery**

- Performed 6 Internments
- Funeral Prep-31.5 hours
- Tree Maintenance-31 hours
- Landscaping-45 hours
- Holiday Displays-515.5 hours
- 

### **Hidden Valley Golf Course**

- Course Open 129.5 hours as weather permitted
- Sold 25 Memberships with 146 rounds played
- General Rounds Played-166

### **Donations Made:**

9 hole round of golf with carts for 4 (weekends and holidays excluded) to Relay For Life