

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

AGENDA

October 16, 2018

1. ROLL CALL
2. APPROVAL of Motion Summary for the meeting held July 17, 2018 as recorded and transcribed.
3. PUBLIC COMMENTS
4. UPDATE of YMCA Recreation Services, Programs and Events
5. UPDATE of Parks Activities
6. DISCUSSION of Shelter Rental Policies
7. UPDATE on Athletic Field Policy
8. UPDATE on Capital Improvement Plan (CIP)
9. UPDATE on Oak Grove Cemetery Master Plan
10. STAFF COMMENTS
 - A. Smith Park Nest Report –Dick Tuttle
 - B. Second Quarter P&NR Report
11. MEMBERS COMMENTS
12. ADJOURNMENT

PARKS AND RECREATION ADVISORY BOARD
MOTION SUMMARY
July 17, 2018

ITEM 1. Roll Call

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

Members Present: Joshua Bricker, Cassie Cunningham, Bob Dalton, Michael Rush, Corie Thompson, Angela MacWhinney, Vice-Chairwoman Dianna Hibinger, Councilmember Jim Browning and Chairwoman Allyson Lash

Members Absent: Gary Hayward and Bradley Brookover

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

YMCA Staff Present: Jeremy Byers, Associate Executive Director

Motion to Excuse: Mr. Bricker moved to excuse Mr. Brookover and Mr. Hayward, seconded by Mr. Dalton. Motion approved by a 9-0 vote.

The Board was informed that the agenda should have included election of chair and vice-chair, but that the items were accidentally omitted from the agenda. The Board was in agreement to conduct the nominations for Chair and Vice-Chair.

Motion: Mr. Dalton motioned to nominate Allyson Lash as Chair, seconded by Ms. MacWhinney. There were no other nominations. Motion approved by a 9-0 vote.

Motion: Mr. Dalton motioned to nominate Dianna Hibinger as Vice-Chair, seconded by Mr. Rush. There were no other nominations. Motion approved by a 9-0 vote.

ITEM 2. APPROVAL of the Motion Summary for the meeting held June 19, 2018 as recorded and transcribed.

Motion: Ms. MacWhinney moved to approve the Motion Summary for the meeting held June 19, 2018 as recorded and transcribed, seconded by Ms. Thompson. Motion approved by a 9-0 vote.

ITEM 3. PUBLIC COMMENTS

Eric Vessels
50 Snowberry Drive
Delaware, Ohio

Mr. Vessels provided a presentation regarding disc golf. He discussed the growth of the sport around the United States and internationally. Mr. Vessels discussed that the sport is played by all ages and has many benefits, including it is environmentally friendly, inexpensive to install, little upkeep, enhances parks and communities, and provides low-impact exercise. He provided some potential locations to create a new course in the city which included an area around the Wetland Park and an area near the YMCA on Houk Road.

Tom Wolber
272 Hearthstone Drive
Delaware, Ohio

Mr. Wolber voiced a concern over having a disc golf course around a wooded area due to individuals going off course and stepping on shrubs. He recommended that the Board consider the Wetland Parks area as a more ideal location for the activity.

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

Mr. Byers voiced the need for volunteers at the Dave Staley Triathlon. He also provided information on the Doggie Dive-In event. Ms. Thompson requested information on why Mingo Pool is closed during the Ironman event. Mr. Byers explained that the parking area is utilized for participants and that the pool area is closed due to the increase in traffic and parking needs. Chairwoman Lash also requested clarification on using the pool at Mingo with a membership to other YMCA's. Mr. Byers explained that Delaware YMCA members do receive access to the pool in their membership, but other YMCA members would have to pay a separate membership fee. Mr. Byers also discussed that there will be replacement for broken umbrellas to the pool area and chairs.

ITEM 5. UPDATE of Parks Activities

Mr. Miller informed the Board that concept plans for the Cemetery Master Plan is expected to be ready in August or September. He discussed improvements to Blue Limestone Park in which the basketball court is being installed. He informed the Board that the Community Coalition will be assisting with programming at the new courts. He discussed continued park improvements, including lights at Mingo and the news lines at Smith Park for Pickleball. Mr. Miller informed the Board that the local Pickleball group is hosting a tournament in August.

ITEM 6. RECOMMENDATION of Smoking Restrictions at City Parks – Hidden Valley Golf Course

Mr. Miller discussed that members of the Board had presented to Council at the

July 9th City Council meeting in regards to the Board's recommendation for no tobacco products at parks, excluding Hidden Valley Golf Course. He discussed some of Council's concerns about not including the golf course in the restrictions. Mr. Miller did inform the Board if there had not been complaints received regarding smoking on the course. The Board recommended that Hidden Valley remain excluded from their recommendation for tobacco restrictions at City Parks. They discussed that it may exclude some players from utilizing the course and that they had recommended the addition of beer sales to help increase profits.

ITEM 7. DISCUSSION on Bike Parks

Mr. Miller provided exhibits of a bike park located in Lebanon Ohio. He discussed how the park was utilized on a former landfill area and the potential area for a bike park in the City of Delaware.

ITEM 8. STAFF COMMENTS

Ms. Mathews thanked the Kiwanis Club for their support on the recently held Little Brown Jug Junior Golf Classic.

ITEM 9. MEMBERS COMMENTS

Mr. Bricker provided information on the Delaware Auto Show that will be held July 21.

Vice-Chairwoman Hibinger provided information on the Hayes Tennis Team hosting a Rally for the Cure event. She thanked staff for fixing the lights at the tennis courts at Mingo Park.

Mr. Rush voiced a concern over the lack of nearby handicap parking spaces near the splash pad at Veteran's Park.

Councilman Browning requested an update regarding the Lime Bike program. Mr. Miller explained that he was waiting to see the success of the program that is being utilized at nearby cities Worthington and Dublin. Ms. Thompson informed the Board that she had reached out to the program and was informed that they offer a trial period.

Ms. Cunningham informed the Board of the October 13 Ohio Wesleyan University Community Day.

ITEM 10. ADJOURNMENT

Motion: Vice-Chairwoman Hibinger moved to adjourn the Parks and Recreation meeting, seconded by Mr. Bricker. The meeting adjourned at 7:59 p.m.

Chairperson

Elaine McCloskey, Clerk



YMCA/Recreation Services

Recreation programs listed below are now coordinated through the YMCA

I. Youth Programs/Classes

- ◆ Fall Soccer (ages 4-9) registration closed on September 5th. We will have 22 teams across all age divisions this season (244 participants). Saturday morning games begin on September 22nd and conclude on October 27th.
- ◆ Flag Football (grades 1-5) registration remained open through September 7th. We expect to field 4 teams in each division (grades 1-2 and grades 3-5) with a total of 78 participants.
- ◆ Fall Tennis Lessons (Mingo Park Tennis Courts) registration remains open. Classes will run on Saturday mornings beginning September 22nd and concluding on October 27th. No classes will be held on October 6th.
- ◆ Summer Session II of Golf Lessons (Hidden Valley Golf Course) ended on September 1st. End date was pushed back due to rainouts and makeup classes.
- ◆ Co-Ed Rec Basketball registration will open on September 17th.
- ◆ New Fencing, Robotics and Babysitting Classes this Fall.

II. Adult Programs/Classes

- ◆ 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. Programs begin 9-18-18 for Delaware City School employees at the transportation building and at the Delaware YMCA for all Delaware County Residence beginning on 9-25-18.
- ◆ Delay the Disease, a program for people with Parkinson's is now up and running. Classes are offered Tuesdays and Thursdays from 1-2 pm..
- ◆ Livestrong at the YMCA is now taking participant information for fall 2018 program.

III. Adult Sports Programs

- ◆ Fall Softball registration has closed. Co-Ed League will feature 5 teams. Games begin on September 9th and end on October 21st. All games will be played at Smith Park. There will be no Men's Fall Softball League in 2018.10
- ◆ Open volleyball (Monday evenings) and basketball (Monday and Wednesday late nights, and Saturday mornings) remains an adult recreation option for adults. During Summer, there are fewer participants than other seasons. Volleyball still draws approximately 15 players every Monday evening.

Basketball is similar on Monday and Wednesday evenings. Saturday morning basketball usually attracts 15-20 players.

Special Events

B. Dave Staley Adult and Youth Triathlon

Mingo Park, Delaware, Ohio
Sunday, August 12

The YMCA of Central Ohio and the City of Delaware Parks and Recreation Department invite you and youth 12 & under to participate in the 37th Annual Dave Staley Triathlon & Youth Triathlon. The triathlon is designed to be a fun event for all individuals regardless of their fitness and experience level. If you have questions please call Colleen McLain at 740.203.3051.

C. Doggie Dive-In

Saturday, September 8, 9:00 am - 11 am
Jack Florance Pool
\$5/dog (Pre-Registered, before September 6)
\$10/dog (Day of Event)

You have spent the summer enjoying the water and relaxing in the sun, now its time to let our four legged friends in on the fun. This is a one dog per person event. Dogs must be licensed, current on all vaccinations and much have the appropriate paperwork on file with our office prior to the event. Friendly dogs only please. Space is limited.

D. Pumpkin Run and Sweet Feat Walk and Halloween Party

Saturday, October 27th
Mingo Park
Run/Walk 3:00pm
Party 4:00-7:00 pm

Come dressed in your finest ghoulish gear and join our family friendly event. Activities include a trunk or treat stations, inflatables, live music, costume contest and safety demonstrations from our local fire and police departments. Treats include grilled hotdogs, cookies, a bonfire for roasting marshmallows and a cartload of pumpkins for the picking.

C. Mingo is closed 7/16&17 for GCSL Champs & 7/29 for IronMan. We switch to only being open for weekends after 8/14.

Issues/Concerns

Shelters/Reservations

Staff

Parks Monthly Report

August 2018

Parks

- Daily trash pickup in all parks-358 hours
- ROW Trash-6.5 hours
- Landscaping beds-59 hours
- General Park Maintenance-148.5 hours
- Holiday Displays & Special Events-22.5 hours
- Park & ROW Mowing-877 hours
- Downtown Watering-137.5 hours
- Ball Field Maintenance-32.5 hours
- Weed Eating-131.5 hours

Forestry

- Reviewed plans
- General Tree maintenance-216.5 hours

Oak Grove Cemetery

- Performed 5 Interments
- Funeral Prep- 30.5 hours
- Tree Maintenance-33 hours
- Landscaping-74.5 hours
- Foundations-27 hours
- Mowing-284.5 hours
- Weed Eating-99.5 hours
- Special Projects-1 hours

Hidden Valley Golf Course

- Course Open For 406 Hours as Weather Permitted
- 1729 Paid Rounds of Golf Played
- 7 Punch Cards Sold
- 1 Membership Sold (Half Price) and 732 Rounds Played

Donations Made:

NONE

Parks Monthly Report

July 2018

Parks

- Daily trash pickup in all parks-500 hours
- ROW Trash-11.5 hours
- Landscaping beds-155 hours
- General Park Maintenance-139.5 hours
- Holiday Displays & Special Events-35.5 hours
- Park & ROW Mowing-754 hours
- Downtown Watering-191 hours
- Ball Field Maintenance-70 hours
- Weed Eating-260 hours

Forestry

- Reviewed plans
- General Tree maintenance-230 hours

Oak Grove Cemetery

- Performed 5 Interments
- Funeral Prep- 9 hours
- Tree Maintenance-2 hours
- Landscaping-11 hours
- Foundations-54 hours
- Mowing-227 hours
- Weed Eating-111 hours
- Special Projects-.5 hours

Hidden Valley Golf Course

- Course Open For 394 Hours as Weather Permitted
- 1920 Paid Rounds of Golf Played
- 21 Punch Cards Sold
- 4 Membership Sold (Half Price) and 651 Rounds Played

Donations Made:

NONE

DRAFT

Most City of Delaware Parks Natural Resource facilities are open for community use on a first come, first served basis. However, Department and City programs and events may be scheduled at various times throughout the year limiting the community's open use of these facilities. Individuals or groups may reserve the use of a particular facility on a specific date and time by submitting their request on the FACILITY REQUEST FORM. **The date will not be confirmed until the written request is approved and full payment is received.**

General Rules

1. No person or club shall reserve and/or rent park and recreation facilities in the City without first completing a Facility Request Form at least four working days prior to the date that reservation or rental is desired.
2. Confirmation of the reservation is payment at the time of the request.
3. **Approved requests will have priority use of facility.** If someone other than paid renter should happen to be utilizing the facility and refuses to vacate when requested, the renter should contact the City of Delaware Police Department at (740) 203-1111 and be able to provide their receipt of paid reservation of facility.
4. Renters, by virtue of the rental contract, accept financial responsibility for all damages, including littering, done to City property during the period of the contract.
5. The Department may require the applicant to post a deposit as a guarantee that any damage shall be repaired.
- * 6. A Certificate of Insurance appropriate to the intended use may also be required. (*)
7. No person shall transport, distribute, possess or consume alcoholic beverages in any City park or facility.
8. No motor vehicle shall leave the paved roads or parking areas and in no case shall be operated on the grass areas in the playing field areas or ball fields.
9. Fires in City parks shall be built only in fireplaces, grills or other places provided for such purpose.
10. Renter shall not charge any fee or admission charge or accept donations for an event unless expressly permitted by the rental agreement.
11. Renters shall not operate a concession stand or point-of-sale function unless specific arrangements are provided for the same in the rental contract.
12. All City parks shall be closed and a curfew imposed between the hours of 8:00 pm & 8:00 am October 1 to April 1 and 11:00 pm & 8:00 am April 1 to October 1. Any additional exceptions shall be granted only to persons engaged in a Parks & Natural Resources sanctioned/sponsored program, activity or event.
13. Use area in accordance with Chapter 933 Parks as outlined in the Delaware, OH Code of Ordinances.
14. Organized nonprofit groups with current 501 (c) 3 or 501 (c) 4 status may need to submit verification forms.
- 15. In case of cancellations, the renter may choose to receive a full credit for a future rental. If the renter prefers a refund, the City will refund 90% of rental fee UPON RECEIPT OF WRITTEN REQUEST up to 30 calendar days prior to reserved date; 50% of fee prior to 14 calendar days; and no cash refund (credit only) less than 14 calendar days prior to reservation date.**

3-Season Shelter

- **Groups are responsible for their own decorating and clean up after their rental.**
- **Groups needing to decorate and/or set up must reserve the necessary time at the current rental rate. Groups are not permitted to use the facility longer than the hours reserved.**
- **Shelter Access:** The 3-Season Shelter is a secured facility when not in use. City staff will contact the contracted rental party the week of the rental to provide information on the location of a lock box and the key code so that access will be able to be gained on the day of the event. Rental party will be responsible for replacement of key in lock box following event.
- Renter is responsible for locking the facility at the end of the rental time.
- Smoking is prohibited in the facility.
- No balloons allowed. (3-Season Shelter).
- No craft activities unless tables are covered.
- There are no paper products of any kind in the 3-Season Shelter.

*** Any groups (for profit/nonprofit/government entity) are required to provide a certificate of liability insurance(COI) naming the City of Delaware as additional insured.**



Purpose

The purpose of this document is to outline the regulations and guidelines, organizational priorities, and standard procedures for requesting use.

Recommended changes to this document should be made to the City of Delaware Parks and Natural Resource Department at 440 E. William St., Delaware, OH, by phone to 740.203.1810, or by email to pwcs@delawareohio.net

Mission and Goals

All youth and adult sports programs utilizing city owned facilities of the Parks and Natural Resource Department will adhere to this mission:

The City of Delaware Parks & Natural Resources/YMCA believes that the purpose of recreational sports programs is to encourage and develop in youth and adults a love for sports in a safe and positive environment, while teaching skill development, teamwork, and sportsmanship.

Goals

1. To address the physical, social and emotional development needs of the community
2. To encourage participation in sports as a means to develop a healthy lifestyle, learning sportsmanship and having fun.
3. To learn and master the fundamentals of the game. Learning and participation are to be emphasized over winning.

In order to achieve these goals, all recreational sports programs should:

- Encourage equal playing time among players.
- Encourage coaches to teach players multiple positions and to give players the opportunity to try different positions within the game format when feasible.
- Teach positive coaching techniques to coaches. Negative criticism is inappropriate for young children.
- Regulate and monitor stacking of teams. Competition must be fair so that everyone can experience the learning that comes from winning and losing.

Available Athletic Fields

The City of Delaware Parks & Natural Resource Department is the only entity that is authorized to permit the use of a City of Delaware athletic field. No team, director or local group is authorized to reserve, rent or charge a fee for the use of any field.

Fields available for rental are at the following locations:

Mingo Park- Lincoln Ave.

- 6 baseball softball fields (50'60', 70', 90' lighted)
- 15 soccer fields (breakdown of sizes)
- Practice fields

Smith Park- 1302 Troy Road

- 3 softball fields (60' lighted)
- 2 football/soccer/lacrosse fields
- 5 soccer fields (sizes)
- Practice fields

Veterans Park- 201 Veterans Dr.

- 1 football/soccer/lacrosse field
- 5 soccer fields (sizes)
- Practice fields

Priority of User Groups

1st Priority –Programs, activities or events sponsored or co-sponsored by the City of Delaware/ YMCA have priority use of all athletic fields. Programs are inclusive.

2nd Priority- City of Delaware based Youth Sports Associations, City of Delaware public and private schools and their affiliated programs.

3rd Priority- City based adult sports groups

4th Priority- any other outside groups

- Not-For-Profit/Non-Profit Youth/Adult
- For Profit Youth / For Profit Adult

Procedures for Obtaining Field-Time**League User Groups**

Athletic field meetings held twice a year **dates**

Each league MUST provide one representative to act as a liaison between the group and Parks & Natural Resource Department to be present at the Field User Group meeting for the season(s) the organization wishes to utilize **city** facilities. See checklist for items required at these meetings.

General Guidelines

1. All leagues must comply with weather policies or regulations set forth by the Director of Parks & Natural Resources
2. League directors are responsible for informing all league coaches, members, participants and visitors of these rules
3. Please respect our parks staff. Some are seasonal employees and may not be familiar with your organizations needs
4. Users will be required to obey all park rules, laws and ordinances defined by the City of Delaware. The City of Delaware reserves the right to remove any person or persons considered to be disorderly.
5. Vehicles are not to driven on athletic fields and courts. Special permission may be granted to access equipment and supplies. Access requests should be made prior to league start date and require approval from park superintendent.
6. No individual or organization is permitted to enter any agreement to rent or charge any other organization or individual for the use of any City of Delaware property, field or court.
7. No alcoholic beverages are permitted in any City of Delaware park.

8. All users are expected to use good judgment during inclement weather. User groups are expected to contact the Parks & Natural Resource Department to determine field and court availability and promptly forward the information to its participants. The Parks & Natural Resource Department will determine field and court availability in a timely manner, however, if inclement weather occurs after regular business hours (7:00 a.m.-2:30 p.m.), **Monday- Friday** it is the responsibility of the user group to determine if fields are playable and the group will be held responsible for any damages to the fields. The fields may not be used and activities must be cancelled when any of the following conditions exists:
- Water standing on the infields of ball fields or on multipurpose fields
 - Where grass is sparse or field is worn badly and ground is saturated
 - Turf can be displaced or dislodged from the ground
 - Steady rain is falling
 - Dirt infield areas are muddy

Maintenance

- Cooperation with the Parks & Natural Resource maintenance staff is expected at all times. This includes altering schedules if necessary to accommodate field maintenance. A pre-event on-site inspection with the P&NR Supervisor and/or superintendent may be required.
- The City of Delaware Parks & Natural Resource Department will make every effort to mow the parks as needed on a rotational basis. The ball diamonds, football and soccer fields are typically mowed weekly but inclement weather may require us to postpone mowing. League directors will need to decide if the fields are adequately dry and groomed well enough for play.
- Regular park maintenance hours are Monday-Friday, 7:00 a.m.-2:30 p.m. Additional fees may be charged when services are requested after 2:30 p.m., Monday-Friday and anytime on Saturday or Sunday.
- All facility users that provide their own portable toilets must be pre-approved for location of units and ADA accessibility by the P&NR Director prior to delivery.

Fees

1st Priority- There will be no rental fees for the use of any City of Delaware athletic fields and courts for activities, tournaments, and leagues sponsored by the City of Delaware or co-sponsored events conducted in cooperation with outside individuals, organizations or agencies.

2nd Priority- There will no rental fee for inclusive sports programs. There will be a \$10 per player, per season fee for all youth associations that are not inclusive.

3rd Priority- There will no rental fee for inclusive sports programs. There will be a \$10 per player, per season fee for all youth associations that are not inclusive.

4th Priority – All other groups

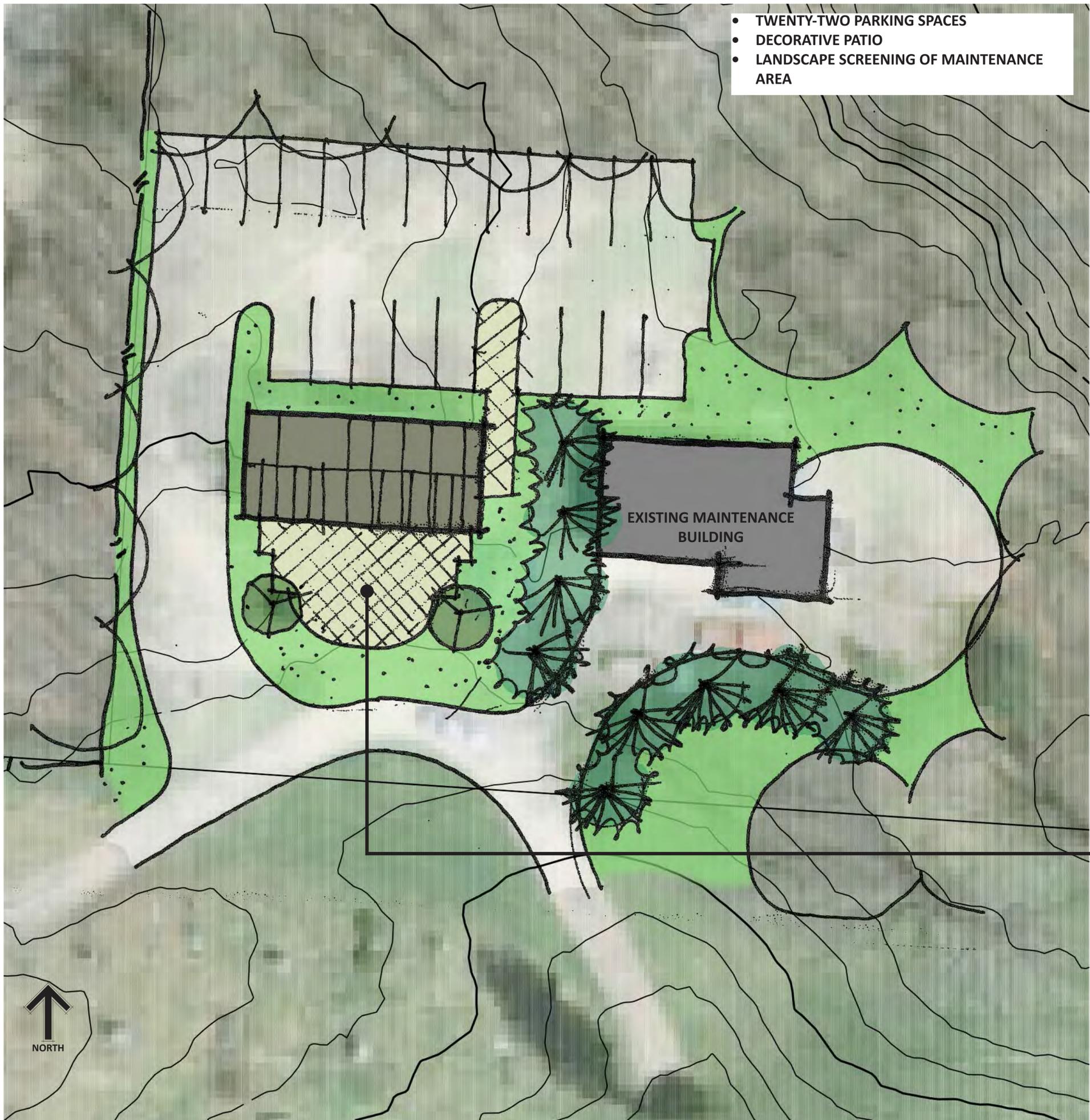
- Baseball/softball games- \$80.00 per day or \$40 per game/**field (2 hour limit)** for the use of any baseball/softball diamond

- Baseball/softball practice- \$10 per hour for the use of any baseball/softball diamond
- Multipurpose field- \$80 per day or \$20 per game/field (2 hour limit)

Lighting (available on xxxx only)- \$25 per field/hour

DRAFT

- TWENTY-TWO PARKING SPACES
- DECORATIVE PATIO
- LANDSCAPE SCREENING OF MAINTENANCE AREA



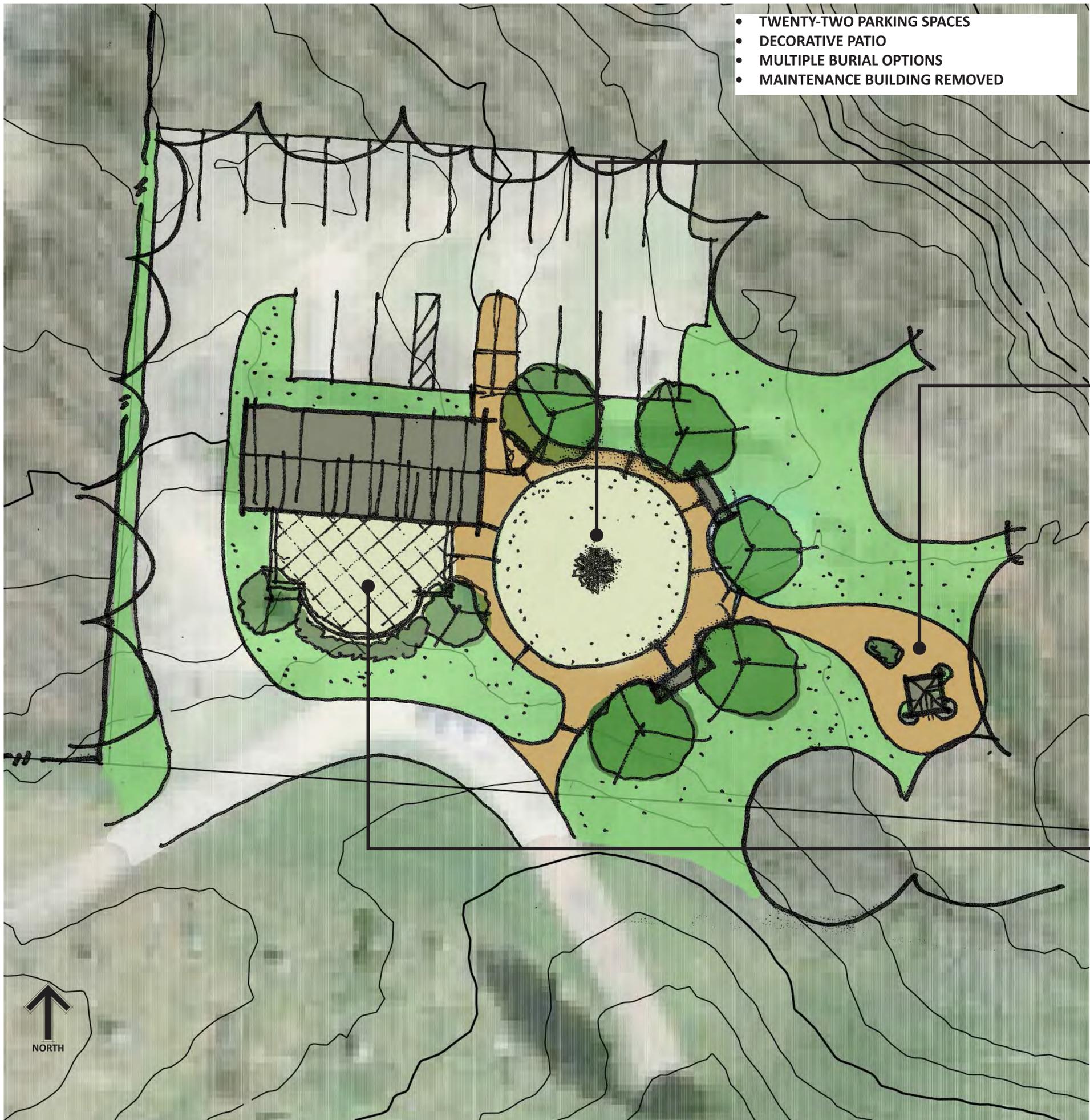
PATIO



OAK GROVE CEMETERY

BARN CONCEPT 1

- TWENTY-TWO PARKING SPACES
- DECORATIVE PATIO
- MULTIPLE BURIAL OPTIONS
- MAINTENANCE BUILDING REMOVED



LAWN GARDEN WITH COLUMBARIUMS



FOUNTAINS & COLUMBARIUMS



FOCAL POINT

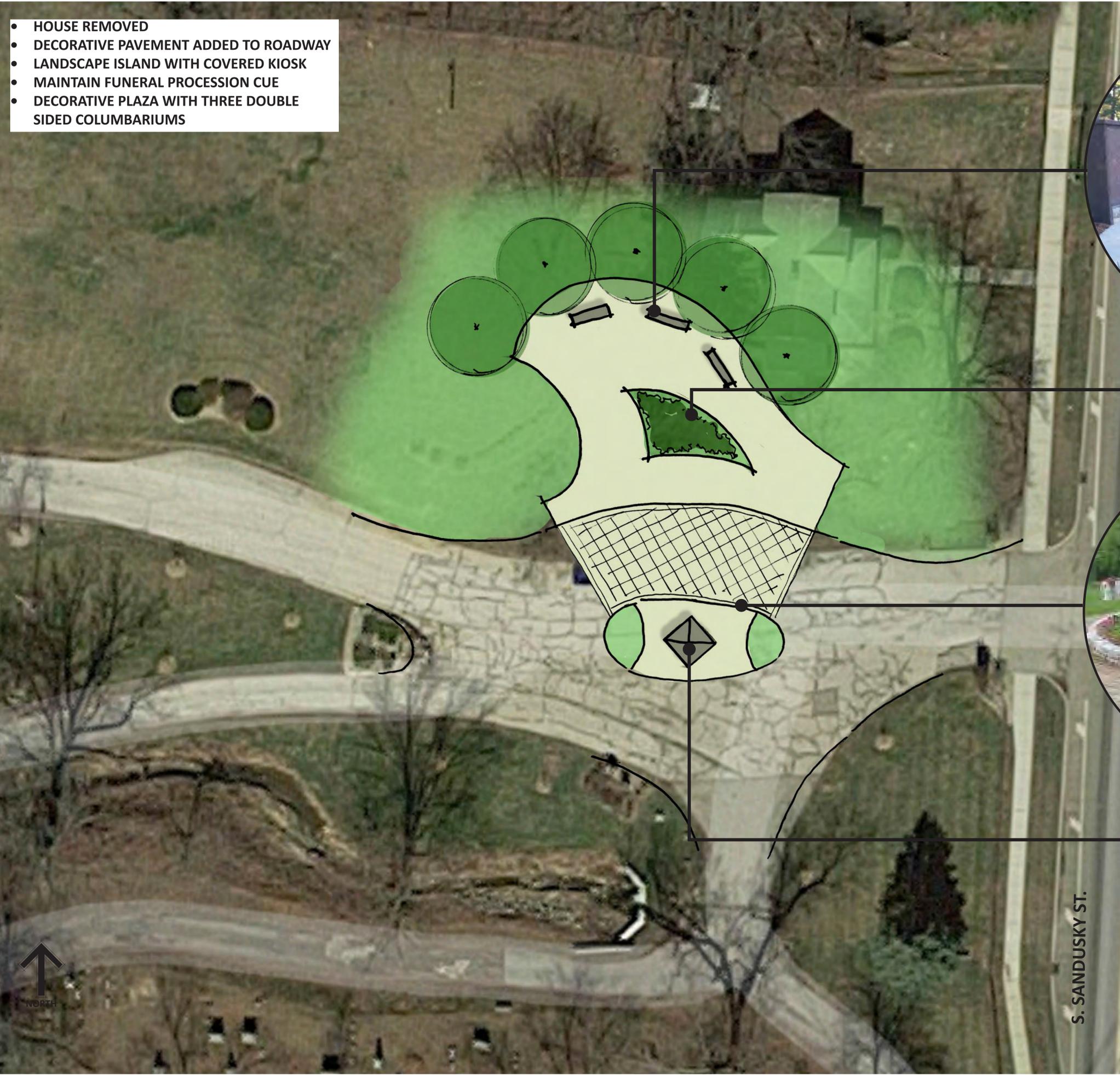


PATIO

OAK GROVE CEMETERY

BARN CONCEPT 2

- HOUSE REMOVED
- DECORATIVE PAVEMENT ADDED TO ROADWAY
- LANDSCAPE ISLAND WITH COVERED KIOSK
- MAINTAIN FUNERAL PROCESSION CUE
- DECORATIVE PLAZA WITH THREE DOUBLE SIDED COLUMBARIUMS



DOUBLE SIDED COLUMBARIUM



DECORATIVE PAVEMENT AND LANDSCAPING



DECORATIVE LANDSCAPE ISLAND

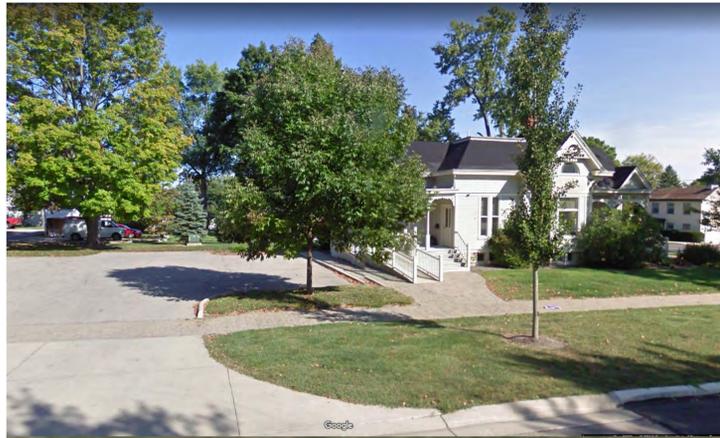


CEMETERY KIOSK

S. SANDUSKY ST.

OAK GROVE CEMETERY

ENTRANCE CONCEPT 1



LEBANON CEMETERY OFFICE

- 12'-16' DRIVEWAY ADDED TO NORTH SIDE OF EXISTING HOUSE
- EXCESS ROADWAY PAVEMENT REMOVED
- DECORATIVE PLAZA AND PERGOLA
- MAINTAIN FUNERAL PROCESSION CUE
- LANDSCAPE SCREENING ADDED TO BLOCK VIEW OF EXISTING HOUSE
- TWO PARKING SPACES ADDED



COLUMBARIUM WALL



DECORATIVE PERGOLA



HISTORIC PHOTO OF ENTRANCE
 INCORPORATE COLUMNS
 INTO PERGOLA

NICHE COLUMBARIUM



S. SANDUSKY ST.

OAK GROVE CEMETERY

ENTRANCE CONCEPT 2



LEBANON CEMETERY OFFICE

- 12'-16' DRIVEWAY ADDED TO NORTH SIDE OF EXISTING HOUSE
- EXCESS ROADWAY PAVEMENT REMOVED
- LANDSCAPE ISLAND WITH KIOSK STATION
- MAINTAIN FUNERAL PROCESSION CUE
- DECORATIVE WALK AND LANDSCAPE TO EXISTING HOUSE
- TWO PARKING SPACES ADDED
- COLUMBARIUM NICHE WALL



WALK TO OFFICE ENTRANCE



ORNAMENTAL LANDSCAPE



POSSIBLE KIOSK STATION

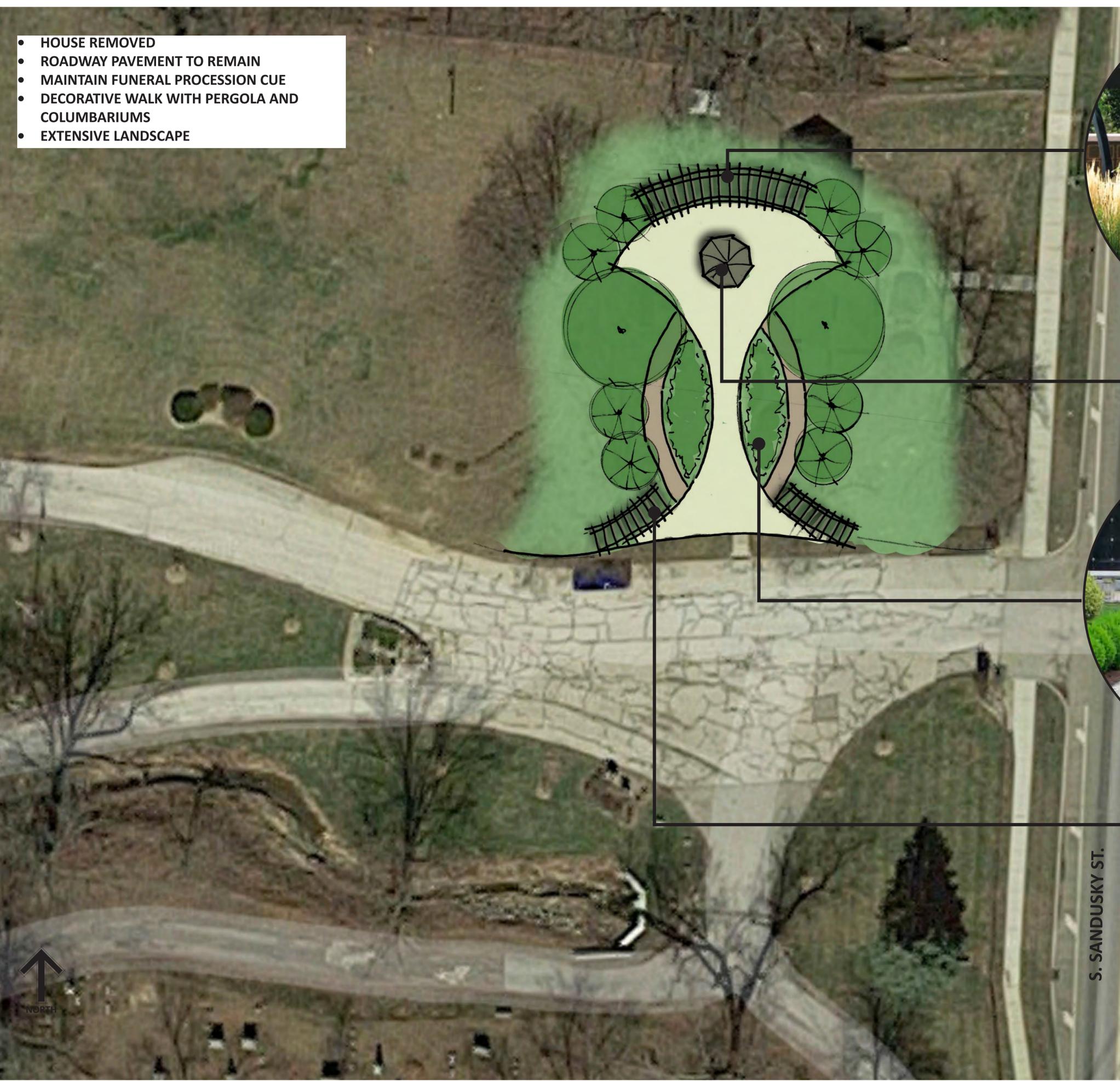
FOCAL POINT
COLUMBARIUM WALL



OAK GROVE CEMETERY

ENTRANCE CONCEPT 3

- HOUSE REMOVED
- ROADWAY PAVEMENT TO REMAIN
- MAINTAIN FUNERAL PROCESSION CUE
- DECORATIVE WALK WITH PERGOLA AND COLUMBARIUMS
- EXTENSIVE LANDSCAPE



PERGOLA WITH COLUMBARIUMS



NICHE COLUMBARIUM



SCATTERING GARDENS

MATCH HISTORIC ENTRANCE GATEWAY WITH PERGOLA



S. SANDUSKY ST.

OAK GROVE CEMETERY

ENTRANCE CONCEPT 4

- +/- 3750 L.F. OF ROADWAY
- TWO SPOILS AREAS
- +/- 0.8 ACRE LAKE WITH TWO DISPLAY AERATORS
- RELOCATED ACCESS ON LIBERTY RD



NATURE WALK WITH SCATTERING GARDEN SPACE AND NICHE COLUMBARIUM



COVERED NICHE COLUMBARIUM



COLUMBARIUM WALL NEXT TO LAKE



FOCAL POINT GARDEN



OAK GROVE CEMETERY

SITE EXPANSION CONCEPT 1

- +/- 2920 L.F. OF ROADWAY
- 1 SPOILS AREA WITH DIRECT ACCESS FROM LIBERTY RD AND CEMETERY
- RELOCATED MAINTENANCE FACILITY
- UTILIZES EXISTING ACCESS FROM LIBERTY RD
- 8 NEW BURIAL SECTIONS



NATURE WALK WITH CATERING GARDEN SPACE AND NICHE COLUMBARIUM



COVERED NICHE COLUMBARIUM



FOCAL POINT GARDEN



OAK GROVE CEMETERY

SITE EXPANSION CONCEPT 2

- FOUR COLUMBARIUM NICHES ARE USED AS A RETAINING WALL (1-SIDED)
- 10' WIDE PATH



EXISTING MAUSOLEUM



COLUMBARIUM WALLS



GRAVEL PATH TO COLUMBARIUM



SCATTERING GARDEN SPACE



WOODED CREEK WALK



OAK GROVE CEMETERY

CREEK CONCEPT 1

- THREE DOUBLE SIDED COLUMBARIUM NICHES
- RE-GRADE SLOPE AND LANDSCAPE ON NORTH SIDE OF PATH
- PATH VARIES IN WIDTH



EXISTING MAUSOLEUM



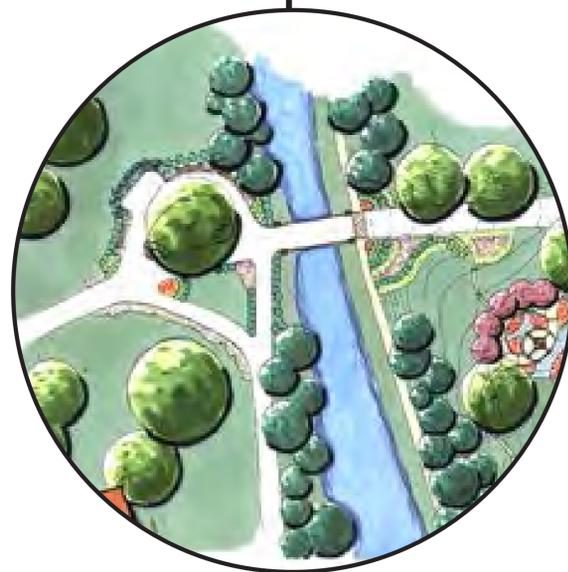
DOUBLE SIDED COLUMBARIUM



GRAVEL PATH TO COLUMBARIUM



SCATTERING GARDEN SPACE



WOODED CREEK WALK



OAK GROVE CEMETERY

CREEK CONCEPT 2

Ted Miller

From: Dick Tuttle <ohtres@cs.com>
Sent: Monday, September 17, 2018 10:34 PM
To: Ted Miller
Subject: Smith Park article-Tuttle

*****ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.*****

Ted,

I have pasted my article that reports on the 2018 nesting season in Smith Park. It has appeared in three newsletters and I tried to attach the most recent Delaware County Bird Club Newsletter but the modern network failed me. Please forward the article to your park's committee.

Thank you, and

Conserve on,

Dick Tuttle

2018

Smith Park's Nestboxes in

Richard M. Tuttle

Smith Park is located along Troy Road on Delaware, Ohio's West Side. Twenty boxes now stand 25 yards apart in a drainage ditch that parallels the road for 400 yards before it turns east into a pond. The nestbox trail was established in 2016 with its first eight boxes and twelve boxes were added before the 2017 season. Researchers have found that swallows can nest in peace with their neighbors when boxes are spaced twenty meters (21.9 yards) apart. I space my boxes 25 yards apart when I am trying to manage for Tree Swallows. Bluebirds usually demand a distance of 100 yards from other nesting bluebirds so they usually find nest sites among boxes spaced for swallows.

For the last three years, the nestboxes at Smith Park have produced bluebirds and swallows. In 2016, the park fledged four bluebirds and 14 swallows. For 2017, the park's trail grew from eight boxes to 20 and produced 46 swallows but only one bluebird.

Alien House Sparrows caused the diminished bluebird production.

For 2018, Tree Swallows claimed 11 boxes to produce 53 fledglings. Three pairs of Eastern Bluebirds have fledged 19 from four successful nests after seven attempts. The park's splendid habitat of mowed grass with small trees used as hunting perches by bluebirds, and so far, the habitat has not attracted competitive, egg piercing House Wrens.

The nesting success of our native species at this time is partially due to a trapping campaign that began on March 28 and continues today that has led to the eradication of 49 alien House Sparrows.

The first House Sparrows were brought to New York City in 1850 and released in 1851. The intent was to introduce birds that would nest in the city, control insects that were causing damage to trees in Central Park, and devour fallen horse feed from the streets in order to control rats, etc. During subsequent years, the introduced sparrows bred their way west and some were captured and transported to Ohio. By 1884, sparrows were nesting in all counties of Ohio.

The threat to our native cavity nesters is somewhat misled by the misnaming of House Sparrows. The non-native sparrow is really a weaver finch. It can weave a grass nest larger than a soccer ball to fill the cavity inside a kestrel nestbox, or the large round nest can stand by itself inside the cover of an evergreen tree or thick bush. The House Sparrow's thick bill gives it the leverage needed to weave a nest, crush seeds, in addition to giving its owner the ability to pierce the skulls of our native birds.

During the 2018 season, I trapped sparrows from 19 of the park's 20 boxes and on April 25, multiple visits to the park were needed to trap 19 sparrows from 12 boxes. To be as humane as possible, you must check traps within one hour or sooner. Set traps before lunch, then check them after lunch, etc.

All of my wooden nestboxes have two round-head screws protruding from the inside surface of the front panel to hold a VanErt sparrow trap. Once captured, I euthanize the sparrows by constriction on site. A sparrow's body temperature is 104 degrees Fahrenheit which is a symptom of a very high metabolism. When they are held tightly, they cannot breathe and they faint in less than a minute. I have passed out several times in my life and it was enough to teach me that fainting is painless.

I seal the remains of harvested sparrows in plastic bags in the field and keep them in my freezer. I will ultimately transfer the sparrows to three possible locations including two university museums to be used for educational purposes, or to the Ohio Wildlife Center, a wildlife rehabilitation facility where they can be fed to recuperating owls and hawks. None will go to waste.

Before their removal, the park's sparrows managed to kill a female bluebird in addition to destroying eight bluebird eggs in two nests. Other dreaded events included two adult birds killed by traffic on Troy Road; a male bluebird on May 18, and a mature male Tree Swallow on June 24. None of the park's active nests were affected.

Also, on April 5, a sparrow nest was found to contain many feathers from a male bluebird, some with skin attached. The nest builder had salvaged its nest material after the bluebird had been the victim of a predator, most likely a hawk.

Back to happier topics. During the early weeks of monitoring, I needed to wear knee boots in order to keep my feet dry, but as summer brought warmer temperatures, the ditch dried up and knee boots were no longer needed. Periods of dryness explain why I have never seen frogs in the ditch.

The park's first bluebird egg of this season was laid around April 18, and after seven nest attempts, five successful nests produced 22

during an 81-day period ending with the last fledgling flying on August 17.

Tree Swallows completed their 73-day nesting season from their first egg on May 6 to their last fledging event on July 17. Since every swallow family consumes more than 300,000 small flying insects, 11 families consumed 3.1 million insects, and that includes mosquitoes. I enjoy the mosquito-free Smith Park for many reasons, and the most enjoyable reasons wear feathers. Conserve on!



Parks & Natural Resources

2nd Quarter Activity Report

Prepared by Ted Miller, PLA
Parks & Natural Resource Director
April-June 2018

Contents

Park Operations 1

Urban forestry..... 2

Oak Grove Cemetery..... 3

Community Outreach and Involvement..... 4

Parks Planning..... 5

Recreation Programming..... 6

 Athletics..... 6

 Recreation Services..... 8

 Aquatics..... 9

Recreation Centers..... 10

 Delaware Community Center YMCA 10

 Mingo Recreation Center..... 10

Hidden Valley Golf Course 11

Shelter Rentals 12

PARK OPERATIONS

The 2nd quarter is the busiest time of year in park operations as seasonal staff is hired, landscape beds are planted, playground mulching, hanging baskets and pots are prepared, and the mowing season is well under way. The weather conditions have been ideal for the grass, our staff has done a great job keeping up with mowing. The City of Delaware Parks have grown in use, as more residents use these spaces for enjoyment and relaxation. The splash pad at Veterans Park has been extremely busy and the new shade structures have been a welcome addition to the site. We estimate that the splash pad accommodates 400 visitors per day.



- **Drinking Fountains** – Parks staff has installed 7 new drinking fountains
- **Downtown Benches**- Staff worked with Public Works to place two 6’ benches and tow 4’ benches. The 4’ bench is a new size to the downtown and allows for a more options when placing by minimizing the impact to the sidewalk.
- **Downtown ground pots**- Staff continues to work with Oakland Nursery who supplies materials for the pots. This is the second year of the partnership and it has benefitted the downtown landscape.

Task	2 nd Quarter		
	2018 (hours)	2017 (hours)	2016 (hours)
Mowing & Landscaping ↓	3,183	3,533	3,190
Building/Shop/Vehicle Maintenance ↓	657.5	977	1,216
Debris & Trash Cleanup ↓	1,099	1,158.5	814.5
Tree Maintenance ↑	552	323.5	433
Ballfield Prep ↑	694.5	643.5	497
Events & Holiday Displays ↑	61.5	51.5	134.5
Downtown Watering ↓	194.5	253	90
Others ↑	1,128.5	659.5	663
Total	7,570.5	7,599.5	7,038

Park Operations Staffing

The summer seasonal staff is a full strength for all departments. Seasonal staff will be returning to school in early August. Seasonal staffing has been difficult to fill due to the shortened summers. Our typical seasonal staff is available for 2 months (June & July) instead of 3 months. The shortened season has impacted staffing needs and limited the effectiveness of hiring seasonal staff. We will be looking at alternatives extend the seasonal window in order to utilize the temporary workforce to meet our maintenance needs.

Operations – 8 full time, 2 PPT & 14 seasonals

URBAN FORESTRY

The Urban Forestry Department has been working on implementing a 5 year maintenance pruning plan for City’s over 18,000 street and park trees. While staffing is still limited, a total of 672 street trees have been pruned this season thru July. This clearance pruning work will continue through the end of the year and be part of the developing 5 year plan. The City is also currently partnering with the Columbus Zoo to help provide browse (tree leaves and limbs) for the animals of the Zoo to eat. The browse is generally tree branches pruned from City streets. Trees that are used for this purpose are trees that are in need of clearance pruning and are recorded into the developing 5 year maintenance plan. In 2017, The Forestry Department was able to eliminate the backlog of replacement trees and will be begin to replace trees on City streets and Parks that were removed in 2018. The current number of replacements for fall of 2018 is 75 trees and likely be around 100 trees at time of ordering trees in September. In April, the City of Delaware received a Tree City USA award, this was the 37th year it has received this distinction.



OAK GROVE CEMETERY

Staff has been working with MS Design to complete a cemetery master plan that will plan for future development, utilizing current and emerging burial practices, land use planning & design and conservation management. The plan will establish goals and an implementation guide to achieve these goals. Completion of the plan is expected this fall.



Task		2018 (hours)	2017 (hours)	2016 (hours)
Mowing	↓	884	1,141.5	988
Administration	↑	49	44	326
Funeral Preparation	↑	157	134	83
Leaf Removal	↑	2	0	0
Landscaping	↓	19.5	111	12.5
Special Projects	↑	112.5	67.5	49.5
Tree Maintenance	↓	57.5	128.5	35.5
Other	↑	502.5	485	373.5
Total		1,784	2,111.5	1,868

2nd Quarter interments 29
 (2nd Quarter 2017 interments 27)
 Oak Grove Cemetery Staffing – 1 full time, 1 PPT & 3 seasonals

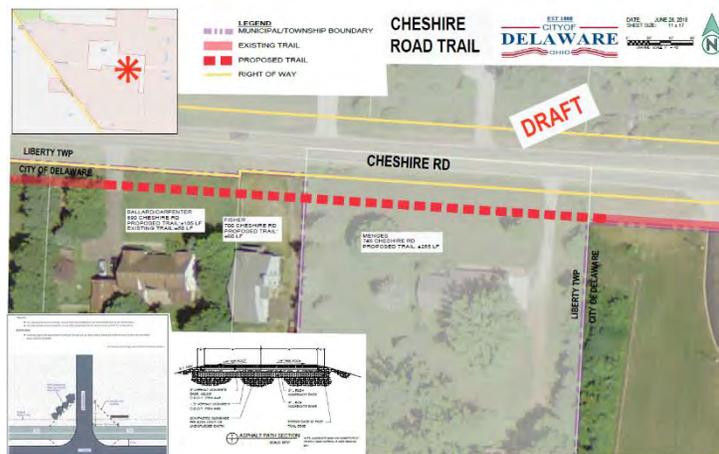
COMMUNITY OUTREACH AND INVOLVEMENT

Volunteer Projects	Hours	# of Volunteers	Date
Big Walnut MS- Mingo Park Various landscape items and ballfield maintenance	60	20	4.27.18
Source Point- Mingo Park, Veterans Park and Oak Grove Cemetery- Landscaping staining and trash pick up	82	41	6.15.18
Delaware Rotary- Springfield Branch Trail Trail and landscape bed cleanup	50	25	6.16.18
Olentangy Orange MS- Oak Grove Cemetery Various Landscaping Items	123	35	5.11.18
Delaware Kiwanis Aktion Club- Landscaping and trash pick up	12	6	5.16.18
Total	327	127	



PARKS PLANNING

- **Glenross Park**- Phase 2 improvements to the park are close to completion. The all-purpose field has been fertilized, cleaned and re-seeded. The multi-use path has been installed and side dressed. Project should be completed by the end of August
- **Veterans Park Spray and Play**- Additional shade structures have been completed in the center court area to provide more seating space for the public. Initial response has been positive as these new spaces are quickly taken throughout the day.
- **Basketball Courts- Blue Limestone**- The basketball courts at Blue Limestone will begin construction in July
- **Mingo Pool**- New pool pump installed prior to season, however the incorrect size pump was mistakenly installed incorrectly by contractor. The current pump still functions properly and has not impacted pool operation. City and YMCA staff are working with the contractor to install the correct pump. New deck work has been completed and has been a big improvement to the pool area. DARTS has moved into the small pass through area, utilizing a space that was previously storage. This allows them to display trophies and records.
- **Central Ave Multi-Use Trail**- Construction of trail segment from Westfield (Krogers) to Trotters Landing to begin after July 4.
- **Hayes Memorial**- The committee is moving forward with the site at the SW corner of Sandusky and William St. A sculptor will be selected in July with the expected dedication planned for October 4, 2019.
- **Pinecrest Slope Stabilization**- Working with Public Utilities to develop cost estimates for a slope stabilization project at the entrance to Pinecrest off of US 23. The bank has never fully stabilized and has created a stormwater issue.
- **Mingo Playground**- working with consultants to on cost estimates for renovating the playground in 2019. The playground was installed in 2000 and has surpassed its normal life span.
- **Cheshire Road Trail** – applied for County Trail grant to complete missing segment along Cheshire Road. Resident had called to request this project and local grant was identified to help fund project. Grant requires the project to be completed in 2018.
- **Walk With a Doc**- Mingo Park started hosting a “Walk with a Doc” in June sponsored by the Health Department. This national program has been very successful and is a welcome addition to Delaware



RECREATION PROGRAMMING

ATHLETICS



Total Participants (April –June 2018) 807

Total enrollments decreased by 18.7 % over last year (April -June2017-993 participants)

Youth Sport		2018	2017	% Change
Baseball	↓	275	365	-25%
Youth Softball	↓	165	178	-7%
Adult Softball	↓	21 teams	28 teams	-25%
Soccer	↓	256	303	-16%
Youth Golf Lessons	↓	18	23	-22%
Adult Golf Lessons	↓	0	10	-100%
Youth Tennis Lessons	↓	72	86	-16%

Upward Trend:

None.

Downward Trend:

Youth Baseball: In 2018, participant numbers declined in both T-ball and Mustang. T-ball numbers may have been negatively impacted by the change of birthdate eligibility, which was moved back 5 months from May 1st to January 1st across all age divisions in baseball, so as to align with the Delaware County Girls Softball League. Mustang League had 2 fewer teams in 2018 than one year ago. Also, there was no Pony League or equivalent baseball age division in 2018. We offered an alternative for the 13-14 age division (Little League Plus), but the division did not pan out numbers-wise.

Youth Softball: In 2018, participant numbers remained consistent in T-Ball, Coach Pitch, and 12U Softball. We had one fewer 10U team in 2018 than we had in 2017, accounting for the drop in participant numbers this year.

Adult Softball: In 2018, Co-Ed registration maintained a level trend versus 2017. The significant drop in team numbers occurred in men's league. For the regular season, all 8 men's league teams (versus 14 men's teams in 2017) competed in a single division.

Soccer: For the first time in program existence, youth soccer dipped in registration numbers. All three age divisions saw relatively equal percentage dips in registration numbers.

Youth Golf: Spring youth golf lessons were negatively impacted by a couple of factors. All Delaware County school districts were in session through the entire month of May. Thus, Spring registration numbers dropped. Registration for summer session golf lessons were on par with 2017.

Adult Golf: All adult golf lessons offered in Spring/Summer 2018 were cancelled due to low registration numbers.

Youth Tennis: Though overall participant numbers show a decline in 2nd quarter versus 2017, this is due to the time frame of this report. Currently (in July), an additional summer session of youth tennis lessons is in progress (registration took place in June), with 43 participants across all three age levels.

Level Trend:
None.



Total Participants (April –June 2017) 655
Enrollments increased a total of 1% over last year (650 total participants in 2017)

Youth Sport		2018	2017	% Change
DYAA -recreation	↑	410	400	2.5%
DYAA- select	↓	245	250	-2%

DELAXARE

Total Participants (April –June 2018) 43 players
Similar numbers to 2017 (46 players)

For 2018 we had 16 players in grade 3 & 4 and 27 players in grades 5 & 6.



Total Participants (2018)= 203 swimmers and divers
Enrollments dropped a total of 13 % from last year

Swimmers & Divers (age group)		2018	2017	% Change
5-6	↓	14	21	-33%
7-8	↓	34	44	-23%
9-10	↓	60	62	-3%
11-12	↓	35	43	-18%
13-14	↑	32	25	28%
15-18	↓	28	37	-24%

RECREATION SERVICES



Healthy Kids Day

Date: April 28, 2018, 8:30-11:30 am
Location: Delaware Community Center YMCA
Participants: **600+ people**, larger than 2017
Notes: nicer weather lead to higher participation.



Movies @ Mingo

Date: 3rd Friday of the Month, June-August
Location: Mingo Park by the Playground
Participants: **70-80 people**
Notes: July was rained out.

Others:

New Moon Half & Quarter Marathon, Crescent Moon 5K

Date: **May 26, 2018, 6:00 pm**
Location: Downtown Delaware
Participants: **1,033** (21% decrease form 2017)
Notes: This is the first year there was a decrease in participation. Race participation was 812 participants in 2014, 908 in 2015 and 1,191 in 2016, 1,310 in 2017.



Mingo Man Triathlon & Duathlon

Date: June 24, 2018, 7:30 am
Location: Mingo Park
Participants: **424** participants
Notes: 507 participants in 2017. Race formats expanded to attract more participants.



AQUATICS



Delaware Community Center YMCA Pool

Swimming Lesson Participants: 1256 for 2017 / down 211 from 2016
 Riptide swim team numbers are the same as last year, 160 for Winter and 60 for Summer.

Jack Florance Pool

DARTS hosted the GCSL Championships that brought several regional teams to Delaware. The City and YMCA staff did a great job accommodating this successful event that was extremely well attended. Our local DARTS team brought home an impressive championship, congratulations.



City and YMCA staff also met with OSU dive team to explore potential partnership. The OSU facility will be renovated in 2019 and they are looking for a temporary facility to practice in 2019. We are looking to see if Mingo can accommodate this and should know more in the fall of 2018.

Mingo memberships lowered when YMCA membership included Mingo pool. Community members purchased more YMCA memberships as it proves cost advantageous since the dollar amount difference from YMCA summer membership and JFlo pool pass is minimal. More folks choosing to utilize both rec centers instead of just one.

June attendance	2018
YMCA members *	5,535
Jack Florance Pool Members*	2,488
Daily Passes**	5,184
Group Entries	<ul style="list-style-type: none"> • 4 pool party rentals during hours • 1 after hours rental • Hosted 4 Swim Meets • 1 Visit from a daycare Y CAMP & SACC Daily
Total admitted to pool	13,837

The attendance software was updated in 2018.

*Per June daily scan report. **Daily passes include 3 days in May.

There have been 0 dismissals for the rest of the summer and 16 dismissals for either a day or a week.

RECREATION CENTERS

DELAWARE COMMUNITY CENTER YMCA

Attendance April-June	2018
Members	72,957

(This is the way the new software reads. They are working on setting up a report that will tell us how many members we have. It's estimated to be around 11,000-12,000)

On a day to day basis, our pool and wellness floor see the most activity. Our fitness classes (yoga, bootcamp, Zumba, etc.) and our active older adult classes (senior fit, pickleball club, senior Zumba) are our most attended.

MINGO RECREATION CENTER

Rentals April-June		2018	2017	% Change
Hillborn Room	↓	15	49	-70%
Byxbe Room	↓	13	40	-68%

The discrepancy in numbers can be directly contributed to two groups who did not rent the Mingo Recreation Rooms in 2018. In 2017, a local church and the Electronic Classroom of Tomorrow (ECOT) rented rooms. If the two groups were taken out of the numbers for 2017 we would actually be about the same with a slight increase in 2018.

YMCA Before/After Camp

Total Participants (April –June 2018) 203 campers

Enrollments have climbed 4% over the last year.

HIDDEN VALLEY GOLF COURSE

2016

Operation: March 7 to June 30
106 Days of Operation

2017

Operation: Feb. 18 to June 30
111 Days of Operation

2018

Operation: March 10 to June 30
95 Days of Operation

Recorded Rounds (Apr.-June)		2018	2017
Membership	Family	↓ 629	901
	Senior	↓ 862	1,034
	Single	↓ 94	93
	Student	↓ 36	31
	Total Membership	1,627	2,059
Punch Cards	Senior	↓ 46	210
	Single	↓ 25	62
	Student	↓ 13	35
	Total Punch Card	84	307
General	League	↓ 390	601
	Regular	↑ 2,021	1,745
	Senior	↓ 849	1,055
	Military	↓ 0	10
	Student	↓ 657	785
	Total General	3,917	4,197
Grand Total		5,628	6,563
Driving Range		↓ 998	1,030
Riding Cart Rental		↑ 1,745	1,690



New hole in one board displayed in clubhouse

In April, the Citizens Academy visited the golf course where we were able to introduce a series of games to gauge the public interest in potential programming at the golf course. The group was very helpful in providing input on some alternative programming that could be used at the golf course to increase public participation.

The golf course is overall tracking less profit in 2018 than 2017. The overall year is about \$7,600 less than 2017. The drop in revenue can be directly attributed to the weather in February and March of each year. In 2017, we had a warm late winter allowing for increased play. The Little Brown Jug Golf Classic is July 14 and sponsored by the Delaware Kiwanis club.

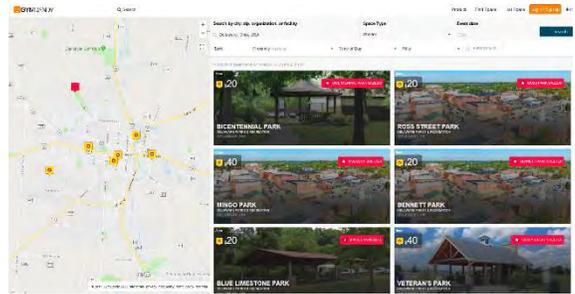
Hidden Valley GC Seasonal Staffing – the golf season is typically 230 days from May to November. The following chart tracks the hours used up until June 26 (47% of the season). The Laborer position is a little high but is not a major concern. This will be monitored
Hidden Valley Golf Course – 1 full time & 8 seasonals

Position	% of budget used
Cashiers	21%
Laborers	53%
Clubhouse Manager	37%
Overall	28%

SHELTER RENTALS

		2018	2017	2016
April	↓	\$976.70	\$990.00	\$1,245.00
May	↑	\$2,828.83	\$2,995.00	\$2,482.00
June	↑	\$3,677.55	\$3,080.00	\$2,710.00
Total	↑	\$7,485.08	\$7,065.00	\$6,437.00

In 2018, the City began handling outdoor shelter rentals and added the convenience of online reservations. The YMCA staff still handles indoor room rentals at Mingo Recreation Center and the Delaware Community Center. The online rental option has been a popular choice as 70% of the rentals are taken through the site. The remaining 30% are taken in person at our Public Works & Parks facility.



Gymdandy website home page

Most popular shelters (yearly)	April-June Rentals	% of overall rentals (143)
1. Veterans Spray and Play	42	29%
2. Mingo 3 Season	35	24%
3. Blue Limestone (lower)	22	15%
4. Mingo Rotary	17	12%

- 13 rentals were reserved for non-profit organizations (no-charge)
- 7 Employee Recreation Credit Rentals