

PARKS & RECREATION BOARD MEETING MINUTES

January 11, 2007 – 7:00 PM

REGULAR PARKS & RECREATION BOARD MEETING

Fred Fleming called the January 11, 2007 Parks & Recreation Board meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

CALLING OF THE ROLL

Present: Fred Fleming, Mary Ann Hupp, Mary Ann Higgins, Brandi Klein and Kathy McConnell. Kyle Storsin arrived late.

Absent: Ed Fousek and Rebecca Shimer.

Others Present: Ron Goode, Northwest/Jackson Soccer League

APPROVAL OF DECEMBER 14, 2006 MINUTES

Mrs. Higgins made a motion to approve the December 14, 2006 meeting minutes as amended; seconded by Mrs. Hupp. **ROLL CALL: Yes, ALL.**

Mrs. Higgins stated the following corrections needed made under Community Service Coordinator:

Mrs. Higgins stated she was at Heritage Park and one of the benches had the seats removed, *should read: One of the picnic tables had the benches removed.*

Due to having a guest present for a park reservation, Park Reservations-New Business has been moved on the agenda.

PARK RESERVATIONS - NEW BUSINESS

Ron Good, Northwest/Jackson Soccer League: Mr. Good is requesting use of the soccer fields at St. Helena Park and Nichter Park for practices Monday through Friday from July 30 to October 19, 2007 and on Saturdays for games. The games are held from 8:30 AM to 4:00 PM, August 25 to October 20.

They provide all their own equipment to include, bleachers, goals, nets, corner flags, painting of the fields. They will fertilize, seed and repair the grass surface on the fields. They put four yards of topsoil on the west end of Nichter Park last season and will put approximately two yards on this season.

He would like to have a discussion with the board at the February or March meeting regarding other organizations using the fields without permission and causing significant damage to the grass at Nichter. He stated his overall discussion would be about other leagues using the field and the NJSL paying for all maintenance/equipment, not the City, and then other leagues using the fields without incurring any costs or permission from the City to use the fields.

Mr. Fleming asked Mr. Good to get him a list of names of organizations/individuals that he knows is using the fields so that he may contact them. Mr. Good stated the one that concerns him is the school team. Mr. Fleming stated he would suggest having signage stating rules for use of the fields.

There was discussion about the soccer field on Colony. The school wants use of the field for a ten year period and has submitted a contract.

Kyle Storsin is now present.

NEW BUSINESS

Work Session: A work session was scheduled for Puffenburger property and any other business necessary tentatively for January 17, 2007 at 7:00 PM.

BRICK DONATIONS: None

2007 SUMMER RECREATION PROGRAM: The temporary budget for 2007 was passed on November 18, 2006. The budget line of \$17,000 for the parks included the summer recreation program and the summer concerts. The budget line was decreased to \$5,000.

Mrs. Higgins stated she would let Lawrence Township and Clinton know that the program is cancelled for 2007.

Miss McConnell stated she would like to have a work session to discuss program ideas she has. She asked members to give her any ideas they may have. They can email them to her if they wish.

Mrs. Higgins is going to meet with Miss McConnell on Tuesday, January 16 at 3:00 PM to discuss program ideas.

Mr. Fleming stated he is looking into a 501(c) (4) to possibly use for the Puffenberger property and the concerts.

TENNIS COURTS

Mr. Fleming reported that the nets have been removed for the season.

CANALWAY CENTER: Report – Kathy McConnell

Miss McConnell gave an overview of her monthly report. The Arts in Stark Project and she has applied for a My Hometown Award, a Hamburger Helper grant for a PA system.

She stated most of the grants available are matching grants and with no monies being set aside in the park budget she is unable to apply for any grants that need matching funds.

Reservation Forms & Fees: Miss McConnell stated she updated the reservation form. It has been reviewed by the Law Director and approved. She has created a special event reservation permit. She stated the new alcohol permit would only be for those individuals that go through the State process and obtain a F2 or F3 temporary permit. Mr. Fleming stated the requests for park reservations come in through Nancy Lawson and once the event has been approved by the board it will be forwarded back to Ms. Lawson to process the paperwork. Ms. McConnell stated she will also have the request forms at the Canalway Center.

Ms. McConnell stated she met with Mr. Cozy regarding the facility fees and he stated he prefers the fees to be an upcharge of 50% for non-residents and for profit organizations. It was suggested to have a small scale layout with the request if it is a large event.

The Facility Fees (2007) form was reviewed. The fees for the non-resident, for profit, for the use of the basketball court should read \$150. Mrs. Higgins moved to accept the 2007 Facility Fees schedule of fees as amended, seconded by Mrs. Hupp. **ROLL: Yes, ALL.**

Miss McConnell suggested reviewing the rates yearly.

DISCOVERY PARK

Mr. Fleming stated Mr. Donald Schalmo is in Florida but Mr. Etheridge is checking with him to see what he wants on the bottom of the sign and if he is willing to donate money for the cost of the sign.

NEWSLETTER ITEMS: (Ms. Shimer) – Not present

SKATE PARK – No Report

COMMUNITY SERVICE COORDINATOR

Project Suggestions/Requests – Picnic table bench needs repaired.

Brandi Klein stated the senior class of Northwest High School is looking for a community project to be performed on Thursday, April 5th. Ms. McConnell will meet with the Community Service Coordinator to see what projects may be available. Mr. Orr is the teacher in charge of this project.

OLDE CANAL DAYS – The first meeting of the year will be held on January 25, 2007.

PRIORITY LIST: This list will be set within the next few months once the budget has been determined.

CONCERTS: A list of bands was distributed to the members. Mr. Storsin suggested for Mr. Fleming to call Mrs. Kim Goode at Northwest Middle School to try to get the high school jazz band to perform at the summer concert.

TRASH RECEPTACLES – No Report

ORDINANCE ON OPEN SPACE FEES: Ordinance was previously passed.

ALCOHOL ORDINANCE FOR SPECIAL EVENTS: Ordinance was previously passed.

EAGLE SCOUT PROJECTS: Ms. McConnell stated she has compiled a list of projects.

NEW BUSINESS

SOCCER FIELD CONTRACT (Terms Notes): The soccer field is the field that Northwest School wants to donate to the City. They are requesting to lease the field for ten years.

ELECTION OF OFFICERS FOR 2007: Mrs. Higgins moved to table election of officers for 2007 until the February meeting, seconded by Mrs. Hupp. **ROLL: Yes, ALL.**

ADJOURNMENT

The next regular meeting will be February 8, 2007 at 7:00 PM in Council Chambers at City Hall. Mr. Fleming adjourned the January 11, 2007 Parks & Recreation Board meeting.

Fred Fleming, Chair