

**PARKS & RECREATION BOARD**

February 8, 2007 – 7:00 PM

**PARKS & RECREATION BOARD:**

Fred Fleming called the February 8, 2007 Parks & Recreation Board meeting to order at 7:00 PM.

**PLEDGE OF ALLEGIANCE**

**CALLING OF THE ROLL**

**Present:** Fred Fleming, Ed Fousek, Mary Ann Higgins, and Rebecca Shimer.

**Absent:** Mary Ann Hupp, Brandi Klein, Kathy McConnell and Kyle Storsin.

**APPROVAL OF MINUTES**

Mrs. Higgins moved to approve the January 24 meeting minutes, seconded by Ms. Shimer. **ROLL: Yes, ALL.**

The January 11, 2007 meeting minutes were tabled.

**OLD BUSINESS**

**Off-Leash Park:** The board received a letter from Mr. Fred DeGordon regarding some repairs that need done at the park. The east gate has a gap at the bottom, big dog area is void of any grass. Mr. Fousek stated he would help spread seed in the spring. Mr. Fleming will contact Dan Mayberry with the items that need fixed.

There was discussion on people putting their dogs in the dog areas and leaving and coming back for them later. There was also discussion on closing the park for the winter each year.

Mrs. Higgins will contact the members of the dog park committee about scheduling a meeting.

The stone was not put in the parking lot due to the inclement weather.

**Brick Donations:** No Report

**Summer Recreation Program:** Council is working on the final budget. Mr. Fleming stated he has had to eliminate a lot of things. He stated he has allocated \$4,000 for programming and \$1,000 for concerts.

Mrs. Higgins stated she met with Jean Campbell, YMCA, and they have offered to do the summer recreation program at no cost. The Y is waiting to hear from United Way to do the funding. It would be a YMCA program in Canal Fulton and not a City program. Mrs. Higgins reported that Mr. Cozy had indicated that Ms. McConnell may not have as much time to devote to recreation programming because he wanted her to spend more time with the Heritage Society.

Mr. Fleming stated "Summer Recreation Program" will be changed to Park and Recreational Programming.

**Tennis Courts:** No Report

**Canalway Center:** Written report submitted and attached. Mr. Fleming stated Ms. McConnell has given a book with all park forms in it to Ms. Lawson. He stated it still needs procedures on how to complete the forms in the absence of Ms. Lawson. Mrs. Higgins will email Ms. McConnell about doing procedures for park forms.

**Discovery Park:** No Report

**Newsletter Items:** Ms. Shimer stated she will include the following items in the newsletter: Summer concerts-two each summer month; report on Puffenberger property work sessions and a copy of the master plan; election of officers; booth at Olde Canal Days; an article about not leaving dogs unattended, master should be inside the fenced in area at all times with their dog; participation on the dog park advisory committee to email Mary Ann Higgins. She will include a Did You Know, which would include about the grant application for OECA and My Hometown Award-there were 13 testimonials posted to award request; construction will proceed at Discovery Park when weather permits and will also include article from Ms. McConnell.

**Budget:** Council is still reviewing the budget and they have legislation on the table for an increase in income tax.

Skate Park: No Report.

Community Service Coordinator: No Report.

Olde Canal Days: No Report.

Priority List: No Report.

Concerts: Mr. Fleming reported the Clinton Band will perform twice; Country Sunrise Special twice and is working with two others.

Trash Receptacles: The lid issue is still on the budget, to change them from recycle to regular lids. He had allocated \$500 for the lid replacement.

Ordinance on Reservation Fees: Ordinance on park fees had its first reading this week.

Eagle Scout Projects: There is a list of projects listed in the book Ms. McConnell gave to Ms. Lawson.

**NEW BUSINESS** - None

### **ANNOUNCEMENTS**

Mr. Fleming stated Mr. Cozy gave a representative from Mercy Medical a tour through our community regarding the health/wellness center.

### **ADJOURNMENT**

Mr. Fleming adjourned the February 8, 2007 Parks and Recreation Board meeting. The next scheduled meeting is March 8, 2007.

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Fred Fleming, Chairman

*Kathy McConnell, Canalway Programs Director*

Monthly Report — January 2007

**Canalway Center**

Developed Canalway-Center Facility Reservation form & fee structure — Board approved  
Facility / Maintenance: Request for flooring sealed, downspout braces, request for fire inspection,  
received and posted No Smoking door sign.

Canal Boat — Charter Group Reservations — began organization of reservations to be taken over by  
the City from CF Heritage Society: Set meeting to discuss system with Margaret Manley.

**Canalway Interpretation : Panel Committee**

Continued coordination of Interpretive Panel Committee

Partners: Ohio & Erie Canal Association, Canal Fulton Library, Canal Fulton Heritage Society

Full Committee met two times in January -

- Panel Content — Text reviewed and approved
- Review of Photo/ Image Needs - Heritage Collection search at: Museum and Blank House
- Researching online photos and images for panel inclusion on panel # 1

**Canal Boat Tour Groups: School Group Charters**

Partners: Northwest School District & Canal Fulton Heritage Society

Committee met two times in January -

- Completed Teacher background information for DiscoverCanalFulton website  
posting - Content Standards/ Vocabulary / Background Information
- Continued defining needs for History Trunk & On Board Canal Boat Activity

**Parks & Recreation - Programming**

Refined list of proposed recreation programs and events for 2007— Met w/ MA Higgins

Met with Don Baker – Canal Fulton Canal Livery to set program partnership plans

Met with Park Board reps and Jackson YMCA Director concerning Summer Rec.

Program (camp)

Attended Olde Canal Days Committee Planning meeting

Attended Holiday Parade & Event Planning meeting

**Parks**

Parks & Recreation Policy & Procedures

Researched & Developed a Contracted Instructor Agreement — Approved Law Director Park

Facility / Event Reservations

Revision of Park Facility Reservation form w/ waiver & included Park Policy sheet – Board approved

Proposed-Reservation Fee structure for 2007 for Park Board approval — Board approved

Finalized New Special Event Permit Form / Policy — Board approved

Finalized New Alcohol Use Permit Form / Policy – Board approved

Attended Special Park Board meeting on Funding-for Puffenberger property

Organized Park & Recreation Forms - binders for City Hall (city Mgrs office, Utilities Dept)

**Grants / Award Application:**

My Hometown Award Application — (Hamburger Helper) PA System Received website  
posting permission /request for testimonials — 13 testimonials posted to award request

**Training-Workshops: None  
this month**