

CITY OF GAHANNA  
**PARKS AND RECREATION BOARD**  
MINUTES – December 6, 2006

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**CALL TO ORDER:**

Chair Marlene Eader called the Meeting of the Parks and Recreation Board to order on Monday, December 6, 2006 at 7:05 p.m. in the Finance Conference Room at the City of Gahanna Municipal Building.

**ROLL CALL:**

**Present:** Diane Cantrell  
Marlene Eader  
Dot Micacchion  
Eric Miller  
Dave Thom  
Vincent Tremante

**Absent:** Luke Messinger

In attendance from the City Administration were: Tony Collins, Director of Parks and Recreation, Troy Euton, Deputy Director of Parks and Recreation and Abbey Brooks, Recreation Supervisor.

**APPROVAL OF MINUTES:**

**MOTION** by Thom to approve the Minutes of the November 1, 2006 meeting; seconded by Tremante. **On roll call vote:** Micacchion, Yes, Miller, Yes, Thom, Yes, Tremante, Yes, Cantrell, Yes and Eader, Yes. **The motion carried 6-0.**

**APPROVAL OF AGENDA:**

Thom made a **MOTION** to approve the December 6, 2006 Agenda; seconded by Micacchion. **On roll call vote:** Micacchion, Yes; Miller, Yes; Thom, Yes; Tremante, Yes; Cantrell, Yes; and Eader, Yes. **The motion carried 6-0. The November 1, 2006 Agenda was approved, as submitted.**

**HEARING OF VISITORS:**

None

**OLD BUSINESS:**

**Facilities Plan**

Rich Pontius, RP Hughes Architects, Inc. Pontius returned to discuss further the draft Facilities Plan for a proposed community center. Pontius listened to input from the Board members on the type of facility they were envisioning, the types of programs and the number of people expecting to be served.

**Rules of Operation**

Collins discussed the Rules of Operation as there have been some changes that need Board approval. Section III 3.5.xii Poll Public for comment - propose to remove. Section III 3.9 Minutes will be approved at Board Meetings. If there is a discrepancy the minutes will be reviewed, corrected if necessary and approved at the following meeting. The Rules of Operation will be updated and brought before the Board at the January 2007 meeting for approval.

**NEW BUSINESS:**

**2007 Budget**

Collins discussed the proposed 2007 Minor Capital, Major Capital, the Parks & Recreation Operating Budget and organizational chart. Collins discussed the changes for the Herb Center. The Department of Parks & Recreation will absorb the Herb Center. The City believes this is a good opportunity to continue growing and make the center a visitor destination spot and education center.

The Department is proposing to create a position for a Facilities Superintendent; who would be responsible for a crew leader and all of the revenue generated facilities, rental shelters, golf course, athletic fields, etc. This will bring consistency to the staff that deal with specialty turf at the athletic fields and golf course, the staff that deal with all irrigation systems at the athletic fields and golf course, the staff that deal with the pumps at the pool or Creekside facility. With the superintendent and the crew leader positions the department will get permanency in the specialty facilities.

On the program side the Department is requesting a new Recreation Supervisor. The current Recreation Supervisor would move to the Cultural Arts and Family program, responsible for the Herb Education Center, our teen programming and our existing family programming which includes day camp, special events and any other cultural arts programs. The new Supervisor would be responsible for adult leagues and sports, including recruitment, and supervise the inside operations of the golf course and the pool.

Cantrell made a **MOTION** that the Board recommend the proposed 2007 Budget, the proposed absorption of the Herb Center, the proposed Facilities Superintendent; and a Recreation Supervisor position; seconded by Thom. **On roll call vote:** Miller, Yes,

Thom, Yes, Tremante, Yes, Cantrell, Yes, Eader, Yes, and Micacchion, Yes. **The motion carried 6-0 and was approved.**

### **Donation Request**

The Board reviewed three donation requests at this time. The Board decided to grant approval to the donation request submitted by Northridge Athletic Boosters of Licking County. The Board decided to not grant approval to the Epilepsy Foundation of Central Ohio due to requesting a monetary donation. The Board decided to not grant approval to the Snow Aviation International, Inc. for their staff holiday party donation request.

Thom made a **MOTION** that the Board support the recommendation of two Golf passes to Northridge Athletic Booster of Licking County; seconded by Tremante. **On roll call vote:** Tremante; Yes, Cantrell; Yes, Eader; Yes, Micacchion; Yes, Miller; Yes and Thom; Yes. **The motion carried 6-0 and was approved.**

At this time Thom made a **MOTION** to approve a donation, as requested by the Epilepsy Foundation of Central Ohio; seconded by Tremante. **On roll call vote:** Eader, No, Micacchion, No, Miller, No, Thom, No, Tremante, No and Cantrell, No. **The motion fails with a 6-0 vote.**

At this time Thom made a **MOTION** to approve a donation, as requested by Snow Aviation International, Inc; seconded by Tremante. **On roll call vote:** Tremante, No, Cantrell, No, Eader, No, Micacchion, No, Miller, No, and Thom, No. **The motion fails with a 6-0 vote.**

### **Fee Waiver**

The Board reviewed one fee waiver request from Brownie Troop 354 for utilization of the shelter at Friendship Park which was submitted to the Parks and Recreation Department. The fee waiver will be tabled and discussed at the January 2007 meeting after the fee policy is reviewed.

### **OPRA Conference**

Collins distributed OPRA Board Development Institute Conference information. Collins recommends that at least two Board members attend the Board Development Institute preceding the conference. Collins invited Board members interested in attending to contact Pam Crossmock at 342-4250.

### **Public Meeting – Animal Free Zones**

The Board discussed holding a public meeting in February on the same date as the Parks & Recreation Board meeting. A public notice for the meeting will be distributed. The goal of the meeting is to obtain public feedback, not to change the ordinance. The Board recommended that a facilitator will run the meeting.

## **CORRESPONDENCE AND ACTIONS:**

The Parks & Recreation Board members received a letter from Representative McGregor regarding the FOP property.

## **DIRECTORS REPORT:**

### **Grant Funding**

Collins reported the Department requested \$350,000 from the state. The State reduced it to \$250,000 and is in the capital bill that hit the floor yesterday. The funds will be used to purchase the remainder of the southwest property, 30 acres, at \$12,000 per acre, \$360,000. Grant funding will cover \$310,000 of the purchase.

### **Cell Tower**

Collins brought before the board for consideration a Lease Agreement between The City of Gahanna and Nextel West Corp. for a cell tower at Academy Park. Currently there are no cell towers in the City Parks. Nextel has agreed to pay \$2,000 per month with the first two years of \$48,000 paid up front. The lease agreement is for 30 years, after five years the fees will be reviewed and adjusted based on inflation.

The Board discussed the placement of the tower within the park. The Board recommended the tower be placed near the street side of Academy Park.

Cantrell made a **MOTION** that the Board recommend the Lease Agreement between The City of Gahanna and Nextel West Corp.; seconded by Thom. **On roll call vote:** Micacchion, Yes, Miller, Yes, Thom, Yes, Tremante, Yes, Cantrell, Yes and Eader, Yes. **The motion carried 6-0 and was approved.**

## **COMMITTEES' REPORT**

### **Creekside Development Team meeting**

None

### **Natural Resource Advisory Committee**

Four members are currently on the committee. The committee is going to do a resource analysis of all the parks. Academy Park is the first park where they are doing the analysis. They are noting tree species, secession age of the wood areas, wetland areas, and potential wetland areas and coming up with recommendations. The Audubon Society was having their annual Audubon count that day at the park. Currently the intent is to be able to look at the analysis when a path is going in and see where delineations might have to be.

Collins reported that Nancy McGregor discussed with Council about the walk and the good work of the Committee.

**Bikeway Advisory Committee**

The Advisory Committee had a meeting and took a bike tour. The committee is reviewing the existing bike plan, and one member is investigating safe routes to school.

**Community Improvement Corporation (C.I.C.)**

The committee met and discussed the proposals to CIC and how to use the bed tax money. The amount of grants requested is more than is available. A smaller committee met to decide how to distribute the money.

**POLL MEMBERS FOR COMMENT:**

Tremante suggested the possibility of using a Parks List Serve to send out The Gateway.

Eader discussed that the Board of Education has hired a new Human Resource director. The new director is from South West City Schools, and has four years experience as Human Resource Director. He was a student teacher in Gahanna 20 years ago.

**ADJOURNMENT:**

There being no further business to come before the Parks and Recreation Board at this time, Miller made a **MOTION** to adjourn; seconded by Micacchion. The motion carried, unanimously.

The Parks and Recreation Board meeting adjourned at 10:25 p.m.

Respectfully submitted,

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Pam Crossmock, Administrative Assistant

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2007

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Marlene Eader, Chairwoman