

KENT PARKS AND RECREATION

September 17, 2020 Board Packet Zoom Meeting 5:30

I. No Call to Order

II. Roll Call

III. Minutes from August 20, 2020

IV. Personal appearances

V. Correspondence

A. Incoming

1. Quarterly Parks Report

2. Parks and Recreation Board Responsibilities

B. Outgoing

1. Memorial Tree Donation for Mary Neuzil

VI. Staff Reports

A. Monthly Revenue

B. Monthly Expenditure

C. Parks Report

D. Recreation Report

E. Director Report

1. Middlebury Road River Access Ramp Update

2. Downtown Gazebo Project Update

3. Fairchild Avenue Property Donation Update

4. Franklin Mills Riveredge Park Stone Wall Repair

Kent Park and Recreation
August 20, 2020
Zoom Meeting 5:30

Members Present:

Peter Orlando
Debbie Smeiles
Kathleen Wiler

Staff Present:

Kevin Schwartzhoff
Megan Johns
Sam Tuttle
Karen Magilavy

Council Liaison

Gwen Rosenberg

The meeting was called to order at 5:35. Neil is unable to leave work and Jake had a school meeting. Kathleen will have to leave the meeting at 6pm. There are no corrections or additions to the minutes. Debbie moved to accept the minutes and Kathleen seconded, there was no discussion and the motion passed unanimously.

Correspondence

Incoming

1. Including the quarterly park fee report.
2. This will be covered in Park Report.

Outgoing

1. The donations made for the gazebo weathervane have been sent down to Budget & Finance.

Revenue No questions

Expenditures No comments

Park Report The weathervane will be installed by Central Maintenance tomorrow.

The Skate Park was vandalized for the first time in 8 years. Sam had to use a new graffiti remover called Elephant Snot to remove the graffiti. It is biodegradable and works very well. A medically impaired driver entered Kramer Field #3 and drove through the field on through the fence and we have a claim into his insurance. We are trying to collect from his insurance.

Recreation Report

Flag Football and Soccer have had deadlines extended. Flag Football has more kids than any year yet. A new Air Conditioner has been installed at the Fitness Center. Tackle Football/Cheer is cancelled due to Covid. All the Adult Softball Leagues are full, we are trying to get a Thursday League going. We are still working with the schools on how to run the KPR Kidz Club. We are waiting on schedules and transportation arrangements. The State has increased the child care ratio to 18 per staff member. If we only take 9 we would qualify for additional funding. It will depend on the number of students attending. The June grant money helped cover cleaning supplies. We did not receive as much in July. Pete asked Megan if the schools close will you offer all day care? Megan is working on hiring staff so she may be able to offer all day care at the rec. Longcoy has very low numbers we are trying to get the kids bused to the Rec Center. Our Bonnie Dunaway passed away and we had councilors in to talk to the kids. She will be much missed.

Pete would like to make a motion before Kathleen has to leave. Pete moves to call an executive meeting to discuss several different personal matters, limited to the Director and the 5 board members. Date and time to be determined. Debbie so moves and Kathleen seconded and all were in favor and the motion passed unanimously.

Director Report

1. **Middlebury Road River Access Ramp** Back in 2009 in John's Director Report he was working with the Kuhn's to get a sliver of land on the river side of Middlebury. They had never signed the agreement to sell the land at the Middlebury River Access and they have requested the ramp be closed. In a 2014 board report John's report said he was pleased to report the Kuhn's donated the needed strip of property in exchange for utility bills owed to the city. We received a letter from Attorney Scott Flynn last year saying that they never signed that agreement. Kevin is meeting with Hope Jones the City Law Director and Jim Bowling City Engineer on Monday. Since KSU Crooked River adventures is closed we have not opened the canoe livery this summer. There is at least one company in Cuyahoga Falls is using the ramp quite often. Sam's crew stops out there to clean up litter. Even if they sell to the city the problem will remain; people parking across the street and blocking traffic and leaving big messes. Even if they sell to the city it won't get rid of the trash and parking all over the place. Kevin has the agreement and there is no signature. Jim and Kevin will look at the bike trail by Thompkins for a different canoe access point. This was originally a subdivision of Franklin Township and Kent Boat Club had small motor boats using the ramp. We paid for the title search and have to have the property lines redrawn. He wanted the property subdivided and transferred and recorded before he signed, and we were not going to do that because the city would pay for subdividing the property and forgive sewerage easement after signing. We thought this was done and Pete said Eric Fink the assistant Law Director is very organized and may have the signed document somewhere or know about it. The Kuhn's attorney had no remedy and did not mention the Sewerage Fees. Why didn't the Attorney contact Parks and Rec, why didn't we find out back in October? They should reach out to the other canoe rental places. There is no mention of the sewerage fees. Kevin looked for a copy of the agreement and did not find it. Pete and Debbie would like to attend the meeting with the Law Director. Debbie shared a screen shot from the auditor's website, showing the property. We had talked about eminent domain years ago and decided against it. If the agreements were signed and in someone's file would it still be able to be executed? Debbie asked Gwen if council had heard anything about it. She said this is the first she heard about it. When it comes out for discussion Kevin can go to council.
2. **Gougler Ave Property Update** The property sold at auction and the new owners will demolish the residential buildings and will renovate the remaining building.
3. **The gazebo has been completed.** Sam and crew landscaped the area. There will be a ribbon cutting.
4. **Council approved the land donation last night.** The Law Director will formalize the donation. Kevin said an easement will not be needed.

At 6:21 the meeting ended

Quarterly Parks Report
 From: Building Department
 2020

Date	Address	Developer	Fee	Matching Funds
January	977 BRUCE DR	WAYNE HOMES	350.00	350.00
			<u>350.00</u>	<u>350.00</u>
February	1253 Cindy Circle 912 Stonewater Dr	Classic Homes of Aurora Wayne Homes	540.00 720.00	540.00 720.00
			<u>1,260.00</u>	<u>1,260.00</u>
March	NONE		0.00	0.00
			<u>0.00</u>	<u>0.00</u>
			<u>0.00</u>	<u>0.00</u>
			1,610.00	1,610.00
			1,610.00	1,610.00
April	NONE		0.00	0.00
			<u>0.00</u>	<u>0.00</u>
May	NONE		0.00	0.00
			<u>0.00</u>	<u>0.00</u>
June 17th	1572 Elizabeth Court	Stewart Building	540.00	540.00
June 29th	1265 Cindy Circle	Wayne Homes	540.00	0.00
			<u>1,080.00</u>	<u>540.00</u>
			1,080.00	540.00
			2,690.00	2,150.00
July	NONE		0.00	0.00
			<u>0.00</u>	<u>0.00</u>
August	232 E. School St	Wayne Homes	1,080.00	0.00
			<u>1,080.00</u>	<u>0.00</u>
September			0.00	0.00
			<u>0.00</u>	<u>0.00</u>
			1,080.00	0.00

Year-To-Date Totals: 3,770.00 2,150.00

October

November

December

<u>0.00</u>	<u>0.00</u>
<u>0.00</u>	<u>0.00</u>
<u>0.00</u>	<u>0.00</u>
<u>0.00</u>	<u>0.00</u>
<u>0.00</u>	<u>0.00</u>

Fourth Quarter Totals:

0.00 0.00

Year-To-Date Totals:

3,770.00 0.00

8.03 Park & Recreation Board

The Park and Recreation Board shall consist of five (5) members who are electors of the City. Four (4) members shall be appointed by the Council and one (1) member shall be appointed by the Board of Education and they shall serve without compensation for terms of five (5) years; provided, however, that members of the present Board of Park Commissioners and Recreation Commission shall complete their unexpired terms as the initial members of the Park and Recreation Board. Thereafter, successors shall be appointed as follows: one (1) by the Council for a five (5) year term commencing January 1, 1976; one (1) by the Board of Education for a five (5) year term commencing January 1, 1977 and one (1) by Council for a three (3) year term beginning January 1, 1977; thereafter, each member shall be appointed for a five (5) year term and shall continue in office until a successor is appointed.

The Board shall elect one of its own members as chairman to serve a term of two (2) years. Vacancies on the Board shall be filled in the same manner as original appointments were made. The organization and duties of the Board shall be as provided for in the ordinances of Council. The Park and Recreation Board shall be subject to the purchasing, and financial appropriations and other regulatory ordinances or resolutions of City Council, but shall have the power and duty to employ a Director subject, however, to the confirmation of such employment by a majority of the members of Council, and such other employees as are necessary to the execution of its duties and it shall develop, control, equip, and manage playgrounds, playfields, gymnasiums, swimming pools, indoor recreation centers and any lands or buildings owned by the City for park or recreation purposes. The Director shall be responsible to the Park and Recreation Board and shall not be subject to civil service. The Park and Recreation Board may remove the Director or such other employees for cause. (Amended 11-04-75.)

165.03 OFFICERS AND DUTIES.

(a) The officers of the Park and Recreation Board shall be chairperson, vice-chairperson and secretary, elected for two year terms at the annual organizational meeting in January every other year, beginning in January, 1975. The chairperson may not succeed himself in that office.

(b) The chairperson shall preside at all meetings, following an order of business agreed upon by the Board. He or she shall appoint all committees, see that the officers and members are faithful to their responsibilities, and report upon request to the City Manager or Council as to the work and progress of the Board.

(c) The vice-chairperson shall carry out the duties of the chairperson in the chairperson's absence.

(d) The secretary shall fully record all proceedings of the Board, and distribute to each Board member a copy of the minutes at least five days before the next scheduled meeting. Such minutes shall be a matter of public record, available for scrutiny at the Park and Recreation Department. (Ord. 1976-11. Passed 2-4-76.)

165.04 MEETINGS.

(a) The annual organizational meeting of the Park and Recreation Board shall be held in January. Regular monthly meetings shall be held thereafter. Special meetings may be called by the chairperson or by any three members of the Board, provided seventy-two hours notice is given all members and public notice is given in a newspaper of general circulation three days in advance.

(b) A majority of members of the Board shall constitute a quorum, but no question shall be decided affirmatively unless a majority of the Board vote in its favor.

(c) Any member of the Board absent from three regular meetings shall forfeit his or her term, unless one or more of these absences shall have been excused by the Board.

A member may be excused from Park and Recreation Board meetings by advising the chairperson of an expected absence; however, two unexcused absences shall constitute neglect, and the Board shall then recommend removal of that member to the appointing authority.

(d) All regular and special meetings shall be open to the public, and notification of the time, place and agenda for such meetings shall be given through a newspaper of general circulation three days in advance. (Ord. 1976-11. Passed 2-4-76.)

165.05 DIRECTOR AND STAFF.

(a) The Park and Recreation Board shall employ a professionally qualified Park and Recreation Director, who shall be the chief administrative officer of the Park and Recreation Department. The Director's appointment however, shall be subject to confirmation by Council. The Director shall be responsible to the Park and Recreation Board and may be removed, with cause, by the Board with thirty days written notice.

(b) The Board shall employ personnel necessary for the operation of the Park and Recreation Department. All such employees shall be responsible to the Director, but any employee may seek redress from the Board at any time. In such cases, the Board shall hold a hearing on the complaint and advise the Director of its findings.

(c) The Board shall set salary and wage scales to cover all employees, and shall establish qualifications and responsibilities for staff personnel.

(Ord. 1976-11. Passed 2-4-76.)

165.06 DIRECTOR: RESPONSIBILITIES; DUTIES.

The Park and Recreation Director shall:

- (a) Supervise acquisition of equipment, maintenance and operation of all parks and recreation land, facilities and programs;
- (b) Hire all employees;
- (c) Submit an annual estimate of contemplated revenues and expenditures for the next fiscal year to the Park and Recreation Board no later than the regular November meeting each year;
- (d) Submit to the Board a report of the planned programs, capital improvements, acquisitions, etc., to be carried out during the next calendar year no later than the regular November meeting each year;
- (e) Submit an annual report to the Board no later than the regular February meeting of the Board, covering the operation of the Park and Recreation Department during the past year;
- (f) Cause to be carried out any policies decided upon by the Board;
- (g) Submit recommendations on all problems to be considered by the Board relating to programs, facilities, training and other matters needing professional advice;
- (h) Submit agenda items to be considered to the chairperson of the Board at least one week prior to each regularly scheduled meeting;
- (i) Approve the payment of all expenditures under the jurisdiction of the Board.

(Ord. 1976-11. Passed 2-4-76.)

165.07 BOARD: RESPONSIBILITIES; DUTIES.

The Park and Recreation Board shall:

- (a) Submit to the City Manager, Finance Director and Council, no later than the first of December, an estimate of contemplated revenues and expenditures for the next fiscal year to be included in the general Municipal budget;
- (b) Submit a report of the planned programs, capital improvements, acquisitions, etc., to be carried out during the next calendar year to Council no later than the end of December each year;
- (c) Submit a written annual report to the Council no later than the first Council meeting in March of each year, covering the operation of the Park and Recreation Department and the Park and Recreation Board for the immediate past year.
- (d) Submit such other reports to the City Manager and Council as are requested;

(Ord. 1976-11. Passed 2-4-76.)

- (e) Make at least an annual review of all parks, recreational facilities and programs to assure that there is satisfactory maintenance of facilities and operation of recreation programs. At least two Board members shall make the observation and report results to the whole Board;

(Ord. 2016-18. Passed 3-16-16.)

- (f) Develop and adopt a long-range program for the acquisition and improvement of park and recreation areas and review, update and extend this program annually.
- (g) Encourage citizens to attend Board meetings and assure them their suggestions and criticisms will receive thoughtful consideration;

Memo

TO: Dave Ruller
FROM: Kevin Schwartzhoff
DATE: August 17, 2020
RE: Kent Parks and Recreation Donation

Kent Parks & Recreation Department has received a donation of \$100 towards the purchase of a memorial tree in memory of Mary Helen Neuzil. The tree was purchased by Peter J. and Lois A. Orlando.

The check has been forwarded to Budget and Finance and will be held until Council formally accepts the donation. Please request the necessary authorization from City Council to accept the donation. Your attention to this matter is appreciated.

PC: Budget & Finance
Amy Wilkens, Clerk of Council
Kent Parks & Recreation Board

PETER J. ORLANDO 05-94
LOIS A. ORLANDO
PH. 330-678-2140
550 ROOSEVELT AVE.
KENT, OHIO 44240

56-7119/2412

9520

DATE 8/13/20

PAY TO THE ORDER OF

KENT PARKS + RECREATION DEPT

\$ 100-00

ONE HUNDRED

AND

00

DOLLARS



See back of envelope for details

H Hometown Bank

Hometown Banking Since 1896
142 N. Water St. • Kent, Ohio 44240

*

MEMO MARY HELEN NEUZIL TREE

[Signature]

⑆ 246271193⑆ 016002636020 9520

Kent Parks and Recreation Dept

Revenue Ledger

Journal Accounts	2020 Budget	August 2019	YTD 2019	August 2020	YTD 2020
Fees & Charges	\$349,386.00	\$27,285.00	\$235,201.00	\$17,574.00	\$121,050.00
Park Rentals	\$40,178.00	\$2,798.00	\$31,618.00	\$4,027.00	\$19,733.00
Sponsorships	\$7,996.00	\$900.00	\$7,771.00	\$0.00	\$10,250.00
KYBS Registration	\$29,688.00	\$148.00	\$29,533.00	\$145.00	\$25,689.00
KYBS Sponsors	\$4,970.00	\$0.00	\$4,970.00	\$0.00	\$3,625.00
Non-Res Fees	\$12,515.00	\$854.00	\$8,735.00	\$440.00	\$4,360.00
Fitness Center	\$39,118.00	\$2,106.00	\$26,832.00	\$885.00	\$15,775.00
Donations	\$10,750.00	\$0.00	\$10,500.00	\$500.00	\$11,696.00
Misc	\$28,484.00	\$281.00	\$7,593.00	\$62.00	\$28,007.00
Kids Club	\$386,211.00	\$10,663.00	\$226,550.00	\$20,140.00	\$192,941.00
	\$909,296.00	\$45,035.00	\$589,303.00	\$43,773.00	\$433,126.00

G/L Date Range 08/01/20 - 08/31/20
 Include Sub Ledger Detail
 Exclude Accounts with No Activity

John Paul Wood	2020 Adult Softball Summer Umpire	08/07/2020	Check	175.00
Robert W Roe II	2020 Adult Softball Summer Umpire	08/07/2020	Check	150.00
Travis Smith	2020 Adult Softball Summer Umpire	08/07/2020	Check	100.00
Adam T. Livengood	2020 Adult Softball Summer Umpire	08/07/2020	Check	325.00
Kenric Johnson	2020 Adult Softball Summer Umpire	08/07/2020	Check	125.00
Jason White	2020 Adult Softball Summer Umpire	08/07/2020	Check	725.00
Cody F. Mulneix	2020 Adult Softball Summer Umpire	08/07/2020	Check	375.00
Kenric Johnson	2020 Adult Softball Summer Umpire	08/21/2020	Check	125.00
Cody F. Mulneix	2020 Adult Softball Summer Umpire	08/21/2020	Check	225.00
Travis Smith	2020 Adult Softball Summer Umpire	08/21/2020	Check	25.00
Robert W Roe II	2020 Adult Softball Summer Umpire	08/21/2020	Check	50.00
John Paul Wood	2020 Adult Softball Summer Umpire	08/21/2020	Check	150.00
Jason White	2020 Adult Softball Summer Umpire	08/21/2020	Check	175.00
Stauffs Corporation/Aid Pest Control	Pest Control	08/14/2020	Check	25.00
R & T Fence Co., Inc.	fence repair	08/14/2020	Check	2,040.00
Comdoc/Des Moines, IA	Citywide Copier Maintenance 2020	08/21/2020	Check	2,385.95
Comdoc/Atlanta, GA	Citywide Copy Overages 2020	08/14/2020	Check	1,092.42
SportsPilot, Inc.	2020 League Scheduler Fee	08/07/2020	Check	40.00
AT & T U-Verse	internet	08/14/2020	Check	64.41
Janitorial Services, Inc.	PARKS & RECREATION FACILITY CLEANING	08/21/2020	Check	2,309.92
Detect Alarm Systems Inc	2020 KKC Davey Site Alarm install	08/21/2020	Check	495.00
Ohio Parks & Rec Assoc.	2021 Ohio Parks and Recreation Membership	08/21/2020	Check	600.00
Charter Comm. Holdings, LLC/Spectrum	service for park garage	08/28/2020	Check	59.99
Greater Akron Amateur Soccer Assoc.	2020 Fall Team/Player fees U13 Jalics	08/28/2020	Check	370.00
Republic Svcs of Ohio Hauling, LLC/Republic Waste	Trash Removal	08/28/2020	Check	114.00
Republic Svcs of Ohio Hauling, LLC/Republic Waste	Trash Removal	08/28/2020	Check	114.00
Independence Office & Business Supply Co., Inc.	Parks & Recreation Office Supplies	08/21/2020	Check	47.60
Hasty Awards	2020 Adult Softball Summer League Awards	08/07/2020	Check	366.03
Century Equipment Inc	Mower Parts	08/07/2020	Check	201.28
Syndrony Financial/RFCs, LLC	2020 Recreation Supplies	08/14/2020	Check	113.01
Lowe's Company Inc	Maintenance Supplies	08/14/2020	Check	24.99
Bar Harbor Weathervanes & Cupolas Inc/Weathervane	weathervane	08/14/2020	Check	339.00

Detail General Ledger Report

G/L Date Range 08/01/20 - 08/31/20

Include Sub Ledger Detail

Exclude Accounts with No Activity

Account Name	Description	Date	Type	Amount
Century Equipment Inc	Mower Parts	08/14/2020	Check	210.80
Century Equipment Inc	Mower Parts	08/14/2020	Check	79.07
Northern Safety Co., Inc	Safety Supplies	08/14/2020	Check	174.80
Pioneer MFG Co., Inc/Pioneer Athletics	Marking Paint	08/14/2020	Check	248.47
Staples, Inc./Staples Contract & Com'l LLC	Cleaning Supplies	08/14/2020	Check	276.22
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/14/2020	Check	7.34
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/14/2020	Check	8.99
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/14/2020	Check	2.37
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/14/2020	Check	47.70
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/14/2020	Check	29.99
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/14/2020	Check	2.60
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/14/2020	Check	7.99
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/21/2020	Check	8.97
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/21/2020	Check	12.96
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/21/2020	Check	4.05
Arthur Metzger/Ace of Kent Enterprises LLC	Maintenance Supplies	08/21/2020	Check	16.17
D & K Materials Inc	Landscape Supplies	08/21/2020	Check	108.76
Graffiti Solutions, Inc.	graffiti remover	08/21/2020	Check	99.65
All American Sports Corp/Riddell All American	2020 Kent Youth Football League Equipment	08/21/2020	Check	5,921.95
Victory Team Apparel, LLC/Omni Cheer	2020 Kent Youth Football/Cheer equipment	08/28/2020	Check	2,204.30
BSN Sports, Inc	2020 Youth Soccer Equipment	08/28/2020	Check	195.00
Kenric Johnson	2020 KYBS Umpire	08/07/2020	Check	384.00
Adam T. Livengood	2020 KYBS Umpire	08/07/2020	Check	142.50
Dan Salopek	2020 KYBS Umpire	08/07/2020	Check	202.50
Tanner Roe	2020 Kent Youth Baseball Umpire	08/07/2020	Check	90.00
Kenric Johnson	2020 KYBS Umpire	08/21/2020	Check	171.00
Stow Youth Elite Sports	2020 KYBS Softball Fees	08/14/2020	Check	375.00
Twinsburg Baseball League, Inc.	2020 KYBS League Fees 15-18 yr old baseball	08/28/2020	Check	60.00
The Original M.C. Guido's Inc/Guidos (Kent)	2020 KYBS All City tournament event	08/21/2020	Check	87.00
Megan Johns	Summer Camps '20: Supply Reimbursement	08/07/2020	Check	12.87
Synchrony Financial/RFCFS, LLC	2020 KKC Supplies	08/14/2020	Check	353.58
Arthur Metzger/Ace of Kent Enterprises LLC	Summer Day/Long/Rec '20: Supplies	08/14/2020	Check	71.98

Detail General Ledger Report

G/L Date Range 08/01/20 - 08/31/20

Include Sub Ledger Detail

Exclude Accounts with No Activity

Account Name	Description	Date	Check	Amount
Arthur Metzger/Ace of Kent Enterprises LLC	Summer Dav/Long/Rec '20: Supplies	08/14/2020	Check	35.99
HHP Holding Co., LLC/Hungry Howie's	2020 KKC food	08/21/2020	Check	29.22
Fred Albrecht/Acme Fresh Market	2020 KKC Supplies	08/21/2020	Check	36.43
Fred Albrecht/Acme Fresh Market	2020 KKC Supplies	08/21/2020	Check	8.76
U.S. Foodservice, Inc	2020 KKC Food Supplies	08/28/2020	Check	344.80
Hometown Bank	grafitti remover	08/28/2020	Check	139.04
S & S Worldwide, Inc	August KKC '20 (June PSPG): Supplies	08/28/2020	Check	823.45
Glynis E. Palmisano	2020 KPR Fitness Center Instructor	08/07/2020	Check	40.00
John Trifero	2020 Fitness Instructor	08/07/2020	Check	68.00
Christine Ann Cherkala	2020 Fitness Instructor	08/07/2020	Check	102.00
Christina Drsek	2020 Fitness Instructor	08/07/2020	Check	136.00
Amanda C. Yarosik	2020 Fitness Instructor	08/07/2020	Check	17.00
Christina Drsek	2020 Fitness Instructor	08/21/2020	Check	136.00
John Trifero	2020 Fitness Instructor	08/21/2020	Check	51.00
Amanda C. Yarosik	2020 Fitness Instructor	08/21/2020	Check	17.00
Christine Ann Cherkala	2020 Fitness Instructor	08/21/2020	Check	51.00
Charter Comm. Holdings, LLC/Spectrum	2020 KKC Fitness Wifi/Internet	08/21/2020	Check	196.15

Parks Report

September 2020

1. Mowing crews are out in full force.
2. We cleared out the entrance beds to Plum Creek and mulched.
3. All fields are lined and ready for the fall sports leagues.
4. We are pruning all parks.
5. We have repaired some boards that rotted out on the boardwalk behind the Water Treatment Plant. There are more that are going to need replacement in the future.
6. We are cleaning graffiti as needed.
7. Siefer Electric installed a new Led light in the gazebo.
8. We have cut a few trees that have fallen across the bike and hike and downtown trails.
9. We will send the sidearm mowing down the Bike and Hike trail to cut back the tall vegetation.

**Recreation Department Report
September 2020**

Flag Football - Currently we have 199 enrolled, up from last year. 112 (5/6 grade), 58 (3/4 grade) 29 (1/2 grade). Marcus Wright, Director for the Kent Youth Tackle League is conducting clinics every Thursday for all the players in 3 - 6th grades throughout the season. **Youth Soccer** - We have 76 enrolled for Travel Soccer and 142 in Rec Soccer. League begins this weekend. Garyn is working with the Portage County League Reps for the Rec Travel League.

Adult Softball - We currently have 58 teams this fall. We are running 7 different league. This year for the first time we started a Thursday night men's league. Tim Wunderle has been doing a great job on promoting proper and safe measures for Covid.

The KPR Fitness Center - Senior classes to begin next week. Dan will be teaching Silver Sneakers on Thursday's starting September 17 at 11:30 and Pound for Seniors on Tuesday's at 10 a.m. beginning September 22.

Turkey Trot— Plans will begin for the upcoming event. More details to come.

KPR Kids Club—

CHILD CARE TRAININGS:

We are allowing all School Age and Preschool staff to take a renewal training on Communicable Disease scheduled at the Rec on September 19th. COVID 19 will be used as an example in the chain of infection, hand washing rules, symptoms to send kids home etc.

HIRING REC LEADERS:

To accommodate families needing all day care if schools go to all remote, we are still in need of mid-shift Rec Leaders from about 8:30-3:00. High School diploma required and experience in child care preferred. At this time, we are only providing care on the days children attend school.

KPR KIDZ CLUB ENROLLMENT:

We are still enrolling kids at both our Rec Center and Davey sites. We were not able to open the Longcoy site for before/after care at this time, but hope to by January depending on how many remote students move to blended learning by then and will need care.

The grant payments will continue if each site remains at the ratio of 1 staff per 9 children, rather than increasing to 1:18 again. We are considering this at Davey and Rec only for Aug/Sept.

KPR KIDZ CLUB PREVIOUS ENROLLMENT:

September 2020 KPR Kidz Club Enrollment: 53
September 2019 KPR Kidz Club Enrollment: 152
September 2018 KPR Kidz Club Enrollment: 150
September 2017 KPR Kidz Club Enrollment: 138
September 2016 KPR Kidz Club Enrollment: 138

Lil Learner's Preschool - Enrollment is low, but contacting other preschool programs to see if they have a waiting list and to ask them to send anyone our way.

DIRECTOR REPORT

September 2020

1. Middlebury Road - River Access Ramp Update:

Hope Jones, Law Director is again requesting the Kuhn's sell the strip of property in front of the boat ramp to the City of Kent. There is still the issue of the unpaid water bills that could be used in the sale.

2. Downtown Gazebo Update:

Ribbon Cutting was held on Wednesday, September 2.

3. Fairchild Avenue Property Donation Update:

Waiting for the deed to come back from Diamond Title to finalize the transfer of the property to the city.

4. Franklin Mills Riveredge Park Stone Wall Repair:

Repair of the stone wall on the trail segment under Haymaker Parkway. A portion of the stone wall, wood top rail are missing and some stones need replaced. We will repair with the same type of construction that is currently in place. We had quotes ranging from \$2,825 - \$15,000. We will be using C.O.I. Stonework, (\$2,825 bid), they are very experienced in stonewall construction. The work will require closing the trail at various times.

5. Al Lease Park Basketball Court Repair

Repair the basketball court at Al Lease Park. We were going to apply for a NatureWorks Grant for 2020 but grants were suspended due to Covid-19.

The cost for the repair in the grant application was \$30,000.

I'd like to recommend we repair the court with a trowel grade patchbinder filler to all cracks, level, sand to flush surface. Finish with a 3 coat color system and stripe for \$9,800. This repair should insure a safe, level, color coated, striped & crack free court for 5 to 7 years.

I have used this Sealmaster crack system repair on other courts with very good results: <https://sealmaster.net/products/crack-fillers/trowel-grade-crack-filler/>

The court has continued to deteriorate and is in need of repair this fall.

Pictures of the court cracking and Cost Proposal are attached.



Franklin Mill Riveredge Trail Stone Wall – missing wall section and missing wood timber top rail





Al Lease Park Basketball Court Cracking



ASPHALT SURFACE ENTERPRISES, INC.

PROPOSAL

YOUNGSTOWN, OH
 P.O. Box 4295
 Youngstown, OH 44515
 Office: 330-286-3517
 Fax: 330-286-3522

PITTSBURGH, PA
 1739 E. Carson Avenue
 Pittsburgh, PA 15203
 Office: 330-286-3517
 Fax: 330-286-3522

KITTY HAWK, NC
 23 Mosley Ln.
 Wanchese, NC 27948
 Office: 252-473-3003
 Fax: 330-286-3522

Quote To: CITY OF KENT

Job Name: BB COURT

Phone: 330-673-8897

Date of Plans: 09/09/2020

Fax:

Revision Date:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	CLEAN EXISTING COURT OF ALL DIRT AND DEBRIS. REMOVE ALL VEGETATION FROM CRACKS. F/I A TROWEL GRADE PATCHBINDER FILLER TO ALL CRACKS. LEVEL. SAND TO FLUSH.	330	LF	\$10.00	\$3,300.00
2	F/I A NEW 3 COAT (1) COLOR SYSTEM TO ENTIRE COURT(Colors to be determined) LAY OUT AND STRIPE TO REGULATION.	1	EA	\$6,000.00	\$6,000.00
3	MOBE	1	EA	\$500.00	\$500.00
4	* WE CANNOT GURANTEE CRACKING WILL NOT REAPPEAR OR NEW CRACKING TO DEVELOP.*				
5					
6					
GRAND TOTAL					\$9,800.00

Notes: Price is based on quantities per infield measurments.

Quote is **Non Prevailing wage.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.

Authorized Signature: _____

FLETCHER CHRISTIE

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal

- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. All payments later than 10 days after the due date shall bear interest at 10% per annum.

Date of Acceptance: _____

Signature: _____

Signature: _____