

Licking Park District
Board of Licking Park District Commissioners
Regular Meeting – February 17, 2016
James Bradley Senior Center

Mr. Holloway called the February 17, 2016 Regular Meeting to order at 6:05pm in the James Bradley Senior Center.

1) Roll Call

Present: Mr. Bradley; Mr. Kiracofe; Mr. Holloway; Ms. Sjostrand-Post

Absent: Mr. Moseley

Staff: Ms. Balogh; Ms. McAdams; Mr. Williams

2) Approval of Minutes

a. January 20, 2016

Mr. Kiracofe moved, Mr. Bradley seconded, to approve the January 20, 2016, regular meeting minutes.

Motion Carried by Unanimous Vote.

3) Financial Report

Director Williams presented the Board with the January 2016 Appropriated Balance Financial Report.

Mr. Bradley moved, Ms. Sjostrand-Post seconded, to accept the January 2016 Financial Report.

Motion Carried by Unanimous vote.

4) Approval of expenditures and January 2016 payroll

a. Director Williams presented January 2016 payroll in the amount of \$15,472.20.

As expenses over \$1,000, Director Williams presented:

6029 General Fund

\$2,053.14 - Curvins Auto Body (Silver Durango Body Repair)

\$4,039.40 - Bobcat Enterprises (Sweeper Brush)

\$9,885.00 - Jarud White (Boyd Wilkin Driveway Widening)

\$2,560.00 - DoubleTree by Hilton (Volunteer Dinner Banquet Hall)

Mr. Bradley moved, Mr. Kiracofe seconded, to approve January 2016 payroll and expenditures over \$1,000.00 as presented.

Roll Call: Mr. Bradley-Yes; Mr. Kiracofe-Yes; Mr. Holloway-Yes; Ms. Sjostrand-Post-Yes.

Motion Carried

5) Old Business

a. Director Report

i. Levy Info

Director Williams provided the 2015 Annual Report to the Board, noting that it was being sent to various community leaders and media outlets. Mr. Holloway asked Director Williams to send a hard copy of the report to the previous Levy Committee members. Mr. Holloway reviewed information with the Board regarding the upcoming Levy and Levy Committee.

Discussion followed.

ii. Bike Trails Review - Newark, Heath

Director Williams updated the Board on conversations with officials from City of Newark regarding our recommendations for areas in Newark to repair and pave. The City has discussed providing the equipment and labor if the Park District will provide the asphalt. Director Williams advised that he has recently had discussions with officials from the City of Heath and that under new business, he will discuss a possible maintenance agreement with the City of Heath. Director Williams stated the draft agreement should be ready for vote by the March Park Board meeting. He advised that meetings were being arranged with Johnstown soon and then Granville. Mr. Holloway noted that after all the agreements are in place there should be press releases to advertise the new bike trail maintenance partnerships.

iii. 5-year Strategic Plan - draft

Director Williams provided the Board with a draft of the 5-Year Strategic Plan. It was noted that the Hopewell to Forry Bike Trail project should be added to the Plan. Director Williams requested to receive comments from the Board by March 7, to be incorporated into the next draft, that will be brought to the March Board meeting.

Discussion followed.

iv. Bike Trail - Hopewell to Forry update

Director Williams advised the Board that the Letter of Interest has been submitted to ODOT and we should hear back shortly on whether we've been invited to apply for TAP funding. If we are awarded funding, we will get notification in Fall of 2016 and the money would be released for 2018 construction.

Discussion followed.

v. Capital Projects update

Director Williams provided an update to the Board regarding upcoming capital projects for 2016. Discussion followed with Director Williams taking questions on various projects.

vi. Ohio Canal Greenway Connection

Director Williams provided a proposal to the Board regarding the Ohio Canal Greenway Connection to Canal Park in Hebron. He advised that due to concerns on cost in previous discussions, he had obtained a second quote from another company, DLZ of Columbus. The DLZ quote came in at roughly \$88,000. Director Williams recommended that the contract be awarded to ADR for a total cost of \$45,816.50, with construction expected to be completed by Memorial Day. Mr. Holloway asked Director Williams to contact Hebron Mayor Mike McFarland to ask to be put on the agenda at a Council meeting to make a public announcement of this bike trail extension project.

Mr. Bradley moved, Mr. Kiracofe seconded, to approve entering into contract with ADR at a cost of \$45,816.50 for construction of the Ohio Canal Greenway connection to Canal Park in Hebron.

Roll Call: Mr. Holloway-Yes; Ms. Sjostrand-Post-Yes; Mr. Bradley-Yes;

Mr. Kiracofe-Yes.

Motion Carried

vii. Marketing

Director Williams provided a marketing update to the Board, reviewing our advertisement in the local Proud magazine from the Licking County Chamber of Commerce. He also stated that he recently recorded a PSA spot with WCLT/T-100 radio at their request, and would be doing these spots on a monthly basis.

Director Williams advised that he was working with Licking County Human Resources to develop the job description for a marketing position for this season, expecting to bring them on in the first part of May.

b. Program Report

i. Program Numbers

Ms. Balogh reviewed recent and upcoming programs with the Board. Director Williams advised that the first billboard advertisement is being designed in March and scheduled to be in place in April to advertise the May Outdoor Adventure program. Mr. Kiracofe advised that the Hartford Fair Pancake Breakfast fundraiser is scheduled for March 5th.

ii. Lecture Series

Mr. Bradley provided an update on the lecture series program, advising that the first lecture will be held on Sunday March 21, 4pm at Newark OSU Campus Founder's Hall. The lecture will be given by Marcus Yoder of Ashery Farms on the subject of Amish and Mennonite history. Future speakers and dates will be announced as they are arranged.

6) New Business

a. Heath Bike Trail Agreement

Director Williams advised that he has met with officials from the City of Heath regarding partnering with them on a bike trail maintenance agreement. They reviewed a draft agreement similar to the Newark agreement, suggesting a few revisions to strengthen the

partnership. Director Williams will continue to work on finalizing the agreement with Heath to present to the Board.

b. Infirmary Mound Restrooms

Director Williams presented the Board with a proposal to purchase two replacement restrooms for Infirmary Mound Park that will match the units installed two years ago, recommending that the units be purchased from Norwalk Concrete for a cost of \$88,550.00. Discussion followed. Funding will come from the Maintenance Reserve fund.

Ms. Sjostrand-Post moved, Mr. Kiracofe seconded, to the purchase of vault restrooms for Infirmary Mound Park from Norwalk Concrete at a cost of \$88,550.00.

Roll Call: Mr. Bradley-Yes; Mr. Holloway-Yes; Ms. Sjostrand-Post-Yes; Mr. Kiracofe-Yes.

Motion Carried

7) Comments from the public

None

8) Adjournment

Mr. Bradley moved, Mr. Kiracofe seconded, to adjourn meeting.

Motion Carried by Unanimous Vote.

Meeting adjourned 7:34pm

Next Regular Meeting: March 16, 2016 - 6 pm , JBSC