

Licking Park District  
Board of Licking Park District Commissioners  
Regular Meeting – March 16, 2016  
James Bradley Senior Center

Mr. Holloway called the March 16, 2016 Regular Meeting to order at 6:09 pm in the James Bradley Senior Center.

1) Roll Call

Present: Mr. Kiracofe; Mr. Holloway; Mr. Moseley

Absent: Mr. Bradley; Ms. Sjostrand-Post

Staff: Ms. Balogh; Mr. Williams

Absent: Ms. McAdams

2) Approval of Minutes

a. February 17, 2016

Mr. Moseley moved, Mr. Kiracofe seconded, to approve the February 17, 2016, regular meeting minutes.

Motion Carried by Unanimous Vote.

3) Financial Report

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

Mr. Kiracofe moved, Mr. Moseley seconded, to accept the February 2016 Financial Report.

Motion carried by unanimous vote.

4) Approval of expenditures and February 2016 payroll

a. Director Williams presented February 2016 payroll in the amount of \$15,478.04.

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

*6029 General Fund*

\$1,176.10 - Corporate Payment Systems

\$17,992.00 - Public Entities Pool (insurance)

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

Motion carried by unanimous vote.

5) Old Business

a. Director Report

i. Bike Trails - Heath Agreement

Director Williams provided a copy of the Heath Bike Trail Maintenance Agreement that was reviewed by Austin Lecklider in the Prosecutor's office. This copy was also reviewed by Mayor Mark Johns of Heath. It was stated that Mayor Johns is

able to sign the agreement without a reading of Heath council. It was asked that the park board be on the Heath council agenda at their April 4, 2016, meeting.

Mr. Moseley moved, and Mr. Kiracofe seconded, to approve the revised Bike Trail Maintenance Agreement as presented.

Roll Call: Mr. Kiracofe - yes; Mr. Moseley - yes; Mr. Holloway - yes

Motion carried.

ii. Bike Trails Review - Hopewell to Forry update

Director Williams informed the park board that the Licking Park District has been formally invited to apply for the ODOT TAP program this year. The deadline is May 15, 2016. ADR is working on the scope of work and cost estimates, which are required in the TAP application.

iii. 5-Year Plan

Director Williams provided the Board with the next draft of the 5-Year Strategic Plan. It was noted that comments from the park board members were included, as well as information from research on the economic impact of tourism and recreation. It was asked to have park board member comments to Director Williams by April 1. Discussion followed.

iv. Capital Projects update

Director Williams advised the Board that most of the capital projects will be discussed under New Business. He did mention that staff is currently reviewing the plan set for the restrooms approved at the previous meeting.

v. Ohio Canal Greenway - Hebron support

Director Williams shared that he and Mr. Holloway attended the Village of Hebron council meeting last Wednesday to present the Ohio Canal Greenway connector project. Council approved the project to be conducted on land owned by the Village, rather than creating an easement. The Village intent is to maintain the project once it has been completed. It was discussed that a Memorandum of Understanding be developed to document the arrangements of this agreement. Director Williams will work with Mr. Lecklider on this document.

vi. Staddens Bridge

Director Williams informed the park board that the Staddens Bridge purchase has gone through the lot split process and has now been officially recorded at the County. The new address for this site will be 11059 Staddens Bridge Road, Newark.

vii. Marketing

Director Williams provided information from meetings he has had with Kevin Shockey from the Columbus Dispatch, regarding advertising opportunities for

products in Licking County. There was a recommendation to remove advertising from Heartland Communications and redirect here. Discussion followed. Mr. Holloway asked about the marketing position, and Director Williams stated that the job description is being reviewed, and that it is hoped to be posted in mid-April, with a hire date of early May.

b. Program Report

i. Program Numbers

Ms. Balogh reviewed recent and upcoming programs with the Board. Ms. Balogh shared information on the number of programs being offered this year compared to 2015. Multiple flyers were presented. Discussion followed.

ii. Lecture Series

Ms. Balogh shared the flyer for the first speaker series program to occur this coming Sunday. She will be working with Mr. Bradley to set up dates and locations for the rest of the series.

6) New Business

a. Heath Bike Trail Sealing Request

Director Williams presented the Board with a proposal from Heath to pay for 50% of the cost to seal the bike trails within the City, which is \$10,792.64. This project would cover all 5.5 miles of bike trails. Discussion followed. It was confirmed that multiple quotes were received.

Mr. Moseley moved, Mr. Holloway seconded, to pay \$10,792.64 to the Bike Trail Sealing Project in the City of Heath as presented.

Roll Call: Mr. Kiracofe - yes; Mr. Holloway - yes; Mr. Moseley - yes  
Motion carried.

b. Playground Equipment Replacement

Director Williams presented a proposal to replace the playground equipment at Shelters #3, #4, #5 and #6. Three quotes were received, and one was disqualified by not presenting all the elements requested. Discussion was held regarding the preference of net or natural climbing elements.

Mr. Kiracofe moved, and Mr. Moseley seconded, to select Snider Recreation for the playground equipment and installation as presented, at a cost of \$49,775.00

Roll Call: Mr. Holloway - yes; Mr. Moseley - yes; Mr. Kiracofe - yes  
Motion carried.

c. Sealing Riverview parking lot

Director Williams presented a quote from Triple H Enterprises for the sealing and re-stripping of the parking lot at Riverview Preserve. The quote for paving was \$5,950. Discussion followed.

Mr. Moseley moved, and Mr. Kiracofe seconded, to have Triple H Enterprises seal and stripe the Riverview Preserve parking lot at a cost of \$5,950.

Roll Call: Mr. Moseley - yes; Mr. Kiracofe - yes; Mr. Holloway - yes

Motion carried.

d. Repairing Depot Street parking lot

Director Williams presented two options to repair the parking lot at Depot Street in Alexandria, from Triple H Enterprises. The first option was sealing the parking lot, which would not save the surface, and the second option was to remove 140 SY of compromised pavement and repave it, and then the entire surface. Discussion followed. It was discussed that to preserve the lot long-term, the second option would be preferred. There was discussion to ensure that geotextile fabric be in place under the repair, and that up to \$3,000 at the Director's discretion be used to repair the base if needed.

Mr. Kiracofe moved, and Mr. Moseley seconded, to have Triple H Enterprises repair the parking lot at Depot Street in Alexandria by removing the damaged asphalt, repairing the base at the discretion of the Director up to \$3,000, and repaving the entire parking lot at a cost of \$10,560.00.

Roll Call: Mr. Kiracofe - yes; Mr. Holloway - yes, Mr. Moseley - yes

Motion carried.

e. Bike Trail tree removal

Director Williams shared that he and Ms. McAdams identified and marked 271 trees along the TJ Evans Trail from the YMCA west to Granville. The trees identified were creating hazards for the trail and trail users. These trees were dead, in risk of falling on the trail, within 4' of the trail edge with root systems that would buckle the trail, or trees that would pull up sections of the trail with their root ball if they fell. This work is a prerequisite of paving that will occur in 2016. Discussion followed.

Mr. Moseley moved, and Mr. Kiracofe seconded, to contract with Sloan Tree Service to remove 271 identified trees along the TJ Evans Trail for a cost of \$13,900.00.

Roll Call: Mr. Holloway - yes; Mr. Moseley - yes; Mr. Kiracofe - yes

Motion carried.

7) Comments from the public

None

8) Adjournment

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

Motion Carried by Unanimous Vote.

Meeting adjourned 8:02 pm

Next Regular Meeting: April 20, 2016 - 6 pm , JBSC