

CANTON PARK COMMISSION

BOARD MINUTES

MONTHLY MEETING

September 26, 2023

4:30 pm

A meeting for the Canton Park Commission was held in person at the Canton Garden Center (1615 Stadium Park Dr. NW, Canton, OH 44718) on Tuesday, September 26, 2023. A call to order at 4:35 pm by President Rinaldi.

1. Call to Order: President Rinaldi called the meeting to order at 4:35 pm.

2. Roll Call: The following board members responded to roll call: President Rinaldi, Vice President Gerzina and Member Williams. Also present was Dan Moeglin, Executive Director at Stark County Park District, and individuals who are members of the community and employees of Canton Parks and Recreation.

3. Agenda: President Rinaldi motioned to approve the 09/26/2023 Agenda, seconded by Vice President Gerzina. Ayes...President Rinaldi, VP Gerzina and Member Williams. Motion carried.

Agenda was then edited to delete item #11 (Executive Session) and add #8c under Old Business to discuss Project Management for Capital Projects. President Rinaldi motioned to approve the revised 09/26/2023 Agenda, seconded by VP Gerzina. Ayes...President Rinaldi, VP Gerzina and Member Williams. Motion carried.

4. Minutes: President Rinaldi motioned to approve the 08/22/2023 Minutes, seconded by Vice President Gerzina. Ayes... President Rinaldi, Vice President Gerzina and Member Williams. Motion carried.

5. Public Speak: No public speakers were present.

6. Financials: Commissioners reviewed:

a.) Accounts Payable Invoice Reports

b.) Parks Department Fund 2530 Report by department

- Doug Foltz spoke with Mark Crouse and there is approximately \$100,000 more revenue compared to last year. The next report will be available at the end of the month.
- VP Gerzina asked why there is a bill from Campbell Landscaping. Doug Foltz explained Campbell Landscaping helps maintain areas of Veterans Memorial Park and the Garden Center. This work includes mowing the grass, weed control

and fertilization. According to Dan Kunz, Greg Horrisberger recently obtained his ODAG credentials and maintenance plans to handle this work in the near future.

- VP Gerzina followed up on the discussion of adding a cash drawer to the SECC office for Rec Program payments and developing a policy for cash handling. Doug Foltz said the cash drawer/policy will be put on the next Council meeting agenda and seek recommendations from the Auditor's office.

c.) J. Babe Stearn Programming & Expense Report (David Miday)

- VP Gerzina followed up on the previous request from August's meeting to obtain more detailed information on the baseball program at J. Babe Stearn. Doug Foltz informed the Board that a meeting is scheduled for Wednesday, September 27 with their staff to get more details on the provided baseball report and input from Park staff on it. Further discussion will take place after the September 27, 2023 meeting with J. Babe Stearn staff.

President Rinaldi motioned for approval of a.) AP Invoice Reports and b.) Parks Department Fund 2530 Report by department. Member Williams seconded. Ayes... approved.

- Tabling of c.) J. Babe Stearn Programming & Expense Report due to late submission of supporting documentation for each line item.

7. Events: No new Public Events to review.

8. Old Business: Followed-up on old Business:

a.) Friends of Canton Parks and Recreation – No further meetings since the August 22, 2023 meeting. Don Angus is working on a \$5,000 grant for naturalized plantings at Mother Goose. Doug Foltz to review for the October 31, 2023 deadline.

b.) Capital Update

- Gatehouse Rehab passed: \$600,000 out for bid with Purchasing
- Challenger Course: apply for \$50,000 grant through DW & Associates
- Purchase Order in place for rubberized exercise stations and Fisher walking trail work this Fall.
- Crenshaw Shelter #3: Motter & Meadows design work finished and out for bid. Plans include shelter work, a restroom and kitchen.
- Hensel's Asphalt is paving the parking lot Arboretum Park. Also, plan to repave the basketball court at Maple Schreiber Park.
- Schreiber Tennis Courts/Pickleball courts approved by Council
- West Park Bike Park track: working to get proposals from contractors for \$400,000 which are due October 2023.

- Weis Park Shuffleboard: President Rinaldi said he was up at the shuffleboard courts and was not aware of the extent of the damage. The roof appears to be unsafe and possibly a roof similar to the Bocce courts can be considered. President Rinaldi and Doug Foltz to work together to explore roof options.
- c.) Project Management for Capital Projects: VP Gerzina discussed the interest of a foundation to fund a combined capital project of improvements to the Gatehouse, Garden Center and proposed Stone Garden waterfall. Estimated project cost of \$4 million would include the \$600,000 already budgeted for the Gatehouse. VP Gerzina is asking for Don Angus to develop the grant for presentation to the foundation. Also, to communicate to Don Angus that they will then manage the project from bid process through approval, and then project completion.
- VP Gerzina asked for Doug Foltz to send an email to Don Angus informing him of these requests and copying the Commissioners.
 - Timeline is to get the request in by the end of 2023.
 - President Rinaldi asked that Don Angus work through Doug Foltz to be sure all permitting and city code requirements are followed.

Member Williams motioned for approval of #8c. and VP Gerzina seconded. Ayes... approved.

9. New Business:

a.) July 6, 2024 Wedding

- i. Use of alcohol for a July 6, 2024 wedding at the Canton Garden Center was discussed and approved. Renter was notified that they must secure and pay for 2 Canton City police officers to be present during the event (9:00 am-5:00 pm) and obtain a \$1M certificate of liability insurance from their provider.
- ii. The use of tables and chairs in Zone 2 of the Garden Center for a July 6, 2024 wedding was discussed. The Board approved the usage with the agreement that alcohol would not be taken outside the building and pending review by the Members of the Garden Center.

President Rinaldi motioned for approval of 9ai and 9aai with the completed requirements of 2 Canton City police officers confirmed and the insurance policy on hand. VP Gerzina seconded with discussion of the rate we charge for use of the Garden Zones. Ayes... approved.

b.) City of Canton Land Donation: Dan Moeglin presented a topographic map of the donated land in Pike Township. Preliminary plans for the park include equestrian trails, hiking, fishing, picnic facilities and summer camp activities. This project provides another opportunity for Canton Parks and Stark Parks to work collaboratively to provide another park for the public to enjoy.

- i. Approve acceptance of the 475-510 acres of City of Canton property located in Pike Township to be designated as park property.
- ii. Approve the Mayor/Administration to enter into an agreement with Stark Parks and Canton Park Commission for development and maintenance of the donated property in Ordinance #127.

President Rinaldi motioned for approval of 9bi and 9bii with the addition of a signature line for the Canton Park Commission in 9bii and to include the parcel numbers as described in Ordinance #127/2023. Member Williams seconded. Ayes... approved.

10. Monthly Directors Report and ECCC Update:

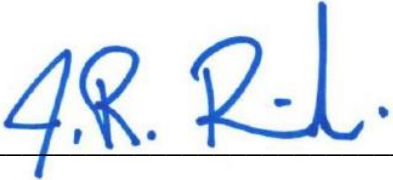
- a.) Parks Superintendent Report – Dan Kunz
 - Hensel Paving is taking care of the front of Arboretum Park at 38th Street to improve that area
 - On September 27th, the Maple Street basketball court is being torn out by our maintenance team and Hensel will repave the court.
 - The redistribution of silt at Spiker Park pond will begin the week of October 2, 2023.
 - Christmas decorations and lights started going up September 26, 2023.
 - Willig turf will be changed to synthetic turf. Dan Kunz to work with the Engineering Department to manage this process.
 - Maintenance shop, Edward “Peel” Coleman Canter and the Garden Center had a Safety Audit. Dan Kunz to manage any issues noted, and develop policies and procedures to keep up on any safety concerns going forward.
 - Maintenance and Disc Golf Club are working together to recycle concrete pads, and create 27 total disc golf holes. President Rinaldi has contacts with at a concrete crusher business should any of the old concrete pads need to be disposed of properly.
 - VP Grizina asked what the plan is for the remaining unfinished raceway track and natural areas. Maintenance to use limestone on the track and manage the landscaping with conservation in mind. VP Gerzina asked for a plan to be presented for the bank maintenance on the raceway.
 - President Rinaldi asked about Japanese knotweed he has seen around the city. Dan Kunz explained its origin in The United States and discussed the difficulties they have suppressing it in many areas of the parks.
- b.) Recreation Superintendent Report – Joe Rodocker had to leave early for another meeting.
 - Please see Joe’s detailed Rec report and contact him with any questions.
 - President Rinaldi asked for Danselle Williams to attend future Canton Park Commission meetings and Doug Foltz suggested having one of the monthly meetings at the SECC.

c.) Marketing and Special Events Coordinator Report – Ethan Amerine is focusing on upcoming Fall events.

- Trunk or Treat at Stadium Park: October 26, 2023 from 5:30-7:00 pm. There are over 30 vendors registered to participate so far.
- Collaboration with the SECC on their Trunk or Treat on October 28, 2023 from 2:00-4:00 pm and Christmas events.
- Ethan presented data and analysis on Canton Parks & Rec social media posts such as Reach, Page and Profile visits, and Performance after advertising was purchased.
- VP Gerzina has asked for more detailed explanation of the Social Media performance reports.

11. Executive Session: (removed from Agenda)

12. Adjournment: At 5:19 pm, motion to adjourn by President Rinaldi, seconded by Vice President Gerzina. Ayes.... Meeting adjourned.



President

10/24/23

Date



Secretary

10/24/23

Date