

**Alliance City Board of Park Commissioners minutes for the Board Meeting held on  
January 17, 2019**

The Alliance City Board of Park Commissioners met for their regular monthly meeting on January 17, 2019.

Board members present were Gary King and Jennifer Mastroianni

Staff members present were Kim Cox, Kyle Grove and Jennifer Baxter.

Gary King called to order at 2:35pm, declared a quorum present. Roll call was as follows:

Harry Paidas	No
Gary King	Yes
Jennifer Mastroianni	Yes

Gary King made a motion to accept and approve the minutes of the November 15, 2018 meeting. Jennifer Mastroianni moves, Gary King seconded, all in favor.

**Election of Officers:** Jennifer Mastroianni moved to re-elect Harry Paidas as President, the motion was seconded by Gary King- motion passed. Gary King moved to elect Jennifer Mastroianni as Vice President, Jennifer accepted- motion passed. Jennifer Mastroianni moved to elect Gary King as Secretary, Gary accepted- motion passed.

Harry Paidas	President
Jennifer Mastroianni	Vice President
Gary King	Secretary

**Communications:**

- There were no letters addressed to the board
- No memorandums
- No minutes of any sub-committee meetings

**Administrative Reports:**

**Silver Park & Butler Rodman:**

- Kyle Grove reported the staff is still picking up leaves & tree limbs, sticks, snow removal throughout the Parks and City lots. Equipment maintenance repairs, painted kitchen / bathroom area in the Log Cabin. Took down Christmas display lights, repaired and stained picnic tables. Staked out the area for new building at Butler Rodman. Two new salt spreader on trucks and prepared the budget requests report.

**Cemetery:**

- Kyle Grove reported for Mitch Kirby; since the last meeting he has serviced 9 funerals, leaf pick-up, and snow removal. Equipment maintenance repairs and helped with picnic table repairs & staining.

**Athletic Fields- Recreation:**

- Kyle Grove reported that Scott Davis is looking to hire an Athletic field commissioner; he has interviewed one person so far. This job is considered a part-time position that requires 29hrs/ week, flexible schedule, no benefits, responsible for scheduling, physical labor. This use to be a full-time position hoping to make it that again in the future. Kim Cox said they will put it on City website, Facebook page and in the paper. Jennifer Mastroianni asked if this was an all year job, Kyle replied there would be plenty of work for the winter months throughout the Parks as well. Scott Davis is also doing the contracts for the signs at the ball fields.

### **General Administration:**

- Kim Cox handed out the budget report, forward it earlier in week to Harry Paidas, she has to submit it to Auditor Kevin Knowles Friday January 18, 2019. Jennifer Baxter entered all the information and all the codes are now combined, no longer separated into Park & Recreation codes, there are still the capital codes, RCC, and Cemetery. After looking over all the requests for items or projects needed in the future we are over budget by \$100,000, will need to prioritize the list, some of the Capital items needed;
  - one lease payment left on truck, repair panel on Ford Truck, proposing to do a 5 year lease on a new mower, new trailer, playground equipment, new hand dryers in restrooms at Earley's Hill Park, mulching fibar at all the playgrounds, replacing windows at Log Cabin, Silver Park restroom renovations, basketball court painting at Maple Beach, RCC locker room renovations, renovations at Butler Rodman restrooms, Butler Rodman new building project, splash park at Thompson Snodgrass (pending CDBG grant approval), if funded there will be a match requirement. Yearly maintenance supplies and materials for the ball fields for all the games and tournaments played.
- Budgeted for 12 seasonals, all full time and permanent part-time employees and all there benefits, hiring of instructors hoping to do some programs, Jennifer Mastroianni asked what are the odds of possibly getting some free interns from University of Mount Union, Kim Cox replied we have worked with them in the past and will continue to do so. Approval to submit the budget request report to Auditor Kevin Knowles; Jennifer Mastroianni moves to approve, Gary seconded, all in favor.
- Merit increase for Kyle Grove, last one was in 2014 when he was promoted to Assistant Foreman and Chris Zufall, last one was in 2013. Their permanent payroll change form needs signed and it will not go in effect until Council approves City budget which will probably be in March. Kim Cox did mention to Harry Paidas that she will be requesting merit increase in the next few years for other full time employees, exception Jennifer Baxter who is already at the top of the pay level, Kim has inquired about adding another level but will have to approach City Council for recommendation.
- Will be adding a PIYO class and yoga starting in February, PIYO class (high intensity, low aerobics) that will be on Thursday nights and hired an instructor. There will be a Yoga Alliance day event held on June 8 in Silver Park, a lady

from Akron will be doing the event. Jennifer Mastroianni would really like to see us promote it. A new sign was donated for the Jaycee Pavilion at Butler Rodman; new bench was built by Conner Jackson for the Butler Rodman walking trail. Working on evaluations, going to meetings and certification renewals. Attending an OPRA conference February 3- 6 in Sandusky.

- Would like to bring back the skating rink that use to be at Memorial Park, about 10yrs ago there was a small one there behind the Pavilion. There are kits available and then maybe buy some lumber to make one and keep the cost down, maybe install some benches.
- Looking for a motion to accept a Geocache permit approval, Darrel Gammon approached Kim Cox regarding this, doesn't know much about it, she looked online and Stark parks allows it but they have to fill out an application for approval and take it case by case. This would show where they are putting it and the location can then be reviewed for approval. This is the first time she's been approached about this; Kim would like permission from the board to allow the applications. Gary King made a motion to accept the Geocache permit, Jennifer Mastroianni moves to approve it, Gary King seconded, all in favor.

**Public Hearing:**

- None

**Public Speaks:**

- None

**New Business:**

- None

**Old Business:**

- Follow up on the Christmas event in 2018, met with Andrea Lee and Mark Locke, was all very positive and working on some new ideas for the 2019 event. Also met with Adam regarding the Christmas lights, had a lot of positive feedback, received many calls from community thinking it was a drive through and not just a light display. We will make it more clearly for the 2019 year. Would like to add to the lights each year, possibly purchase in March and April when the cost is down. Adam will continue to work with us and the goal for 5 to 10 years is to keep adding light displays throughout the Park and to the Exit.
- December 7, 2019 will be the Christmas event in Silver Park. Spoke with Dave Williams from Friends of The Park, he knows a guy that can make the displays low in cost; Kim, Adam and Dave will meet with him soon to see what he has to offer before we purchase anymore displays.

**Travel Requests:**

- None

**Disbursements:**

- Kim Cox stated there will be none until they approve the permanent budget in March.

**Employment:**

- New hires Marlee Peck to referee the Women's Volleyball League starting In February and Kelly Dragomir new instructor for PIYO.

**Other or Miscellaneous Business:**


- Jennifer Mastroianni noticed Friends of The Parks letter arriving right after Christmas and she feels its bad timing, wondering if we will be sending them out again at a different time. Kim Cox said we use to send them out the 1<sup>st</sup> of the New Year but the past Park board President changed it to end of December and Harry Paidas also felt it was a good time being the end of the year and if businesses needing a tax write off maybe they would be more likely to donate. Jennifer Mastroianni added some ideas to maybe sending out letters during Valentine's Day and adding a cute saying like "Do You Heart our Parks", please donate and become a member and for every new member gets put in a raffle of some kind to win a prize. Kim Cox replied we do send out another letter if we noticed a yearly member didn't apply then we try and remind them.

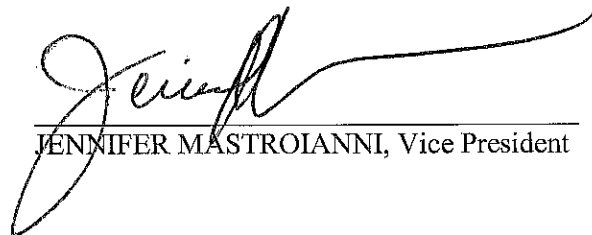
**Adjournment:**

- Gary King made a motion to adjourn, Jennifer Mastroianni motioned, Gary King seconded, all in favor and meeting was adjourned at 3:07pm

**Next Meeting:**

- Thursday February 21, 2019 at 2:30pm, Silver Park Office

  
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HARRY PAIDAS, President

  
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JENNIFER MASTROIANNI, Vice President