

10/8/2025 | 6:30 PM

Bob Crane Community Center, Board Room
3200 Tremont Road

1. **Call to Order/Roll Call**
2. **Approval of Minutes** Approval of Minutes for August 13, 2025 Meeting
 - a. Approval of minutes for August 13, 2025 meeting
3. **Unfinished Business**
4. **New Business**
 - a. OSU Wayfinding Studio Project
 - b. Athletic Turf Management Report
 - c. Athletic Field Policy Update
 - d. Bob Crane Community Center Update
5. **Director's Report**
6. **Board Member Comments and Setting Future Agenda Items**
 - a. December 10, 2025 – OSU Wayfinding results, Urban Tree Canopy Study, Recreation Division/PLAY UA 2025 Update, Older Adult Services
7. **Adjournment**

Wednesday, August 13, 2025
6:30 pm
Bob Crane Community Center Board Room

CALL TO ORDER

Meeting was called to order by Chair Christ at 6:30 pm.

Members Present:

 Sean Cain X Caroline O'Donnell
 X Lindsey Christ X Craig Smith (arrive 6:36 pm)
 X Ivana Lucas X Allison Thomas
 x Brian Noble

Staff Present:

 X Parks & Recreation Director Debbie McLaughlin
 X Parks Development & Arts Superintendent, Jeff Anderson

Motion to excuse the absence of Sean Cain from the August 13, 2025, meeting.

Motioned: Noble

Seconded: Thomas

Board Discussion:

Voting Aye: Christ, Lucas, Noble, O'Donnell, Thomas

Abstain:

Motion Passed

APPROVAL OF MEETING MINUTES

Motion to approve minutes of the Parks & Recreation Advisory Board from the June 4, 2025, meeting.

Motioned: O'Donnell

Seconded: Noble

Board Discussion:

Voting Aye: Christ, Lucas, Noble, O'Donnell, Thomas

Abstain:

Motion Passed

NEW MEMBER INTRODUCTION

Ivana Lucas introduced herself. She has two children, and they are in preschool and second grade. She loves our parks, programs, and trying new activities. She is now a stay-at-home mom having previously worked in insurance claims. She looks forward to being a member of this Board.

ACTION/DISCUSSION ITEMS- ONGOING BUSINESS

AGENDA ITEM- Fancyburg Park Master Plan

Director McLaughlin introduced Fancyburg Park Master Plan project which was presented to this Board and City Council in June. The Department plans to ask City Council to adopt a resolution of support for the plan this fall, currently scheduled for September 22. This will establish the plan components and guide staff in CIP budget planning. There will be detail design processes including public engagement opportunities as we move forward.

Superintendent Anderson presented the revised plan and changes since the June presentation:

- Added sidewalk along Kioka
- Changes in names of areas to better represent the intended use and scale – wetland to natural area, pavilion to shelter, amphitheater to nature stage
- Soccer field work will consist of regrading, Board recommends looking into drainage on the fringe of the fields
- Generally gaining more naturalized areas

The Board recommended an overlay to show how most features are located in similar areas and generally same size would be helpful.

Motion to support the proposed Fancyburg Park Master Plan and department's efforts to implement the plan.

Motioned: Noble

Seconded: Thomas

Board Discussion:

Voting Aye: Christ, Lucas, Noble, O'Donnell, Smith, Thomas

Abstain:

Motion Passed

ACTION/DISCUSSION ITEMS- NEW BUSINESS

AGENDA ITEM- National Church Residences Corporate Campus Redevelopment

Mr. Anderson presented the National Church Residences (NCR) redevelopment plan for their headquarters off Henderson Road. The plans include new office buildings and adding senior living to this campus. There is a small lake between the southern boarder of NCR property and Concord Village residences. Plans include the City taking over maintenance of the lake, adding a shared-use-path along NRC property for access to Northwest Kiwanis Park with connectivity to Henderson Road, a major roadway/connectivity improvement for the City. The shared maintenance agreement with NCR and Concord Village HOA would transition to City and HOA upon completion of construction scheduled for @ 2028-2029.

City would not take over ownership and maintenance until construction is complete a few years from now. NCR will maintain parking access to the park during construction. Parks & Recreation is involved in the design process for the lake, path and landscape.

AGENDA ITEM- Older Adult Services

Director McLaughlin provided an overview of the City's plans to focus on older adult services and aging in place needs of our residents in 2026. This would assume responsibility for existing UA Commission on Aging services, in which the City is a major funding source. The City plans to redirect the funding and increase the investment with a full-time position and leveraging other city staff, such as the Fire Division's CARES program. The services would include basic in-home needs, socialization opportunities caregiver education and support, and connection to resources.

Plans include communication and outreach to gain an understanding of needed services. Staff is planning a new City Board to focus on Older Adult Services to guide staff in the provision of services. This Board would replace the UACOA and Senior Advisory Group with supports meals and recreation programs for older adults at the community center. In 2025, staff will focus on coordination of service transition, creation of the new position and Board for 2026.

Communication on this approach is underway including working with Network UA which comprises UA non-profit organizations, civic groups, churches and the City.

ACTION/DISCUSSION ITEMS- Updates & Reports

AGENDA ITEM- Director's Report

1. Urban Canopy Assessment – Davey Tree is our contractor and the project will kick off next week.
2. ODA Pesticide Inspection
 - a. Congratulations to the Parks & Forestry Team for our first 100% score from the Ohio Department of Agriculture on our annual Pesticide Inspection. The evaluation included:
 - Applicator/Properly Licensed
 - Direct Supervision
 - Record Keeping
 - Lawn Notification
 - Pesticide Storage
 - b. In addition, the inspectors were impressed with our new practices of using our website to inform the public of pesticide use and our herbicide reduction program on diamonds with new ball diamond equipment purchased. It is great to see our efforts, new practices and equipment investments in Turf Management being recognized.
3. Operations adjustments
 - a. Outdoor Pool hours – added one week of afternoon swim, early swim at Devon Pool
 - b. Tennis hours – removed 1-4PM hours on weekdays in August due to low play and staff availability
 - c. BCCC daily admission lifted Non-Resident daily restrictions
 - ♣ Membership continues to grow, seeing more people opt for membership over daily admission
 - ♣ Reviewing staff levels for both full-time and part-time staff for building coverage

4. The Department’s Administrative Assistant position for the front office is being upgraded to a Management Analyst to provide skills to assist our supervisory team with the utilization of data and to pork on projects.
5. Athletic Fees for sports organizations are being reviewed for increases for 2026. Staff will communicate with organizations this fall.

AGENDA ITEM- Board Member Comments and Setting Future Agenda Items

OSU Wayfinding Study, Turf Management Program (emergency level areas), BCCC – budget, usage counts, and membership, summer season, athletic fees, PLAY UA, Older Adult Services, Urban Tree Canopy Study

ADJOURNMENT

Motioned: Noble

Seconded: Smith

Voting Aye: Christ, Lucas, Noble, O’Donnell, Smith, Thomas

Abstain:

Motion Passed

Meeting was adjourned at 8:30 pm

Chairperson

ATTEST: _____

Site Plan Enlargement

June 2025 Plan



PARK ELEMENTS LEGEND

- 1 Parking Lot (88 Spaces)
- 2 Four-Season Shelter
- 3 Open-Air Shelter
- 4 Stormwater Detention Area
- 5 Satellite Maintenance Area (Relocation of Existing in Park Maintenance)
- 6 Playground
- 7 Story Book Walk
- 8 Nature Play Area
- 9 Woodland Path
- 10 Meadow Buffer
- 11 Expanded Nature Play
- 12 Renovated Athletic Fields
- 13 Park Plaza
- 14 Tennis Courts
- 15 Pickleball Courts
- 16 Courts Hitting Wall
- 17 Bioswale (in parking lot)
- 18 Pollinator Meadow
- 19 Nature Stage
- 20 Trash / Recycling Enclosure
- 21 Compost Drop-off
- 22 Sidewalk
- ← Pedestrian Access



Parks & Recreation Advisory Board

10/08/2025



Athletic Fields & Turf Update



Conditions

- **Maintenance Level 1**
 - 7%
- **Maintenance Level 2**
 - 86%
- **Maintenance Level 3**
 - 7%



Watering



Watering



New Equipment and Enhanced Services

- Autonomous mowers
- Tractor



HELLO
my name is
Mowlene

 **PARKS & REC**
City of Upper Arlington

DO NOT TOUCH! I am an autonomous mower at work. Tampering, vandalism, or theft is a crime.



Northam



Plans for 2026

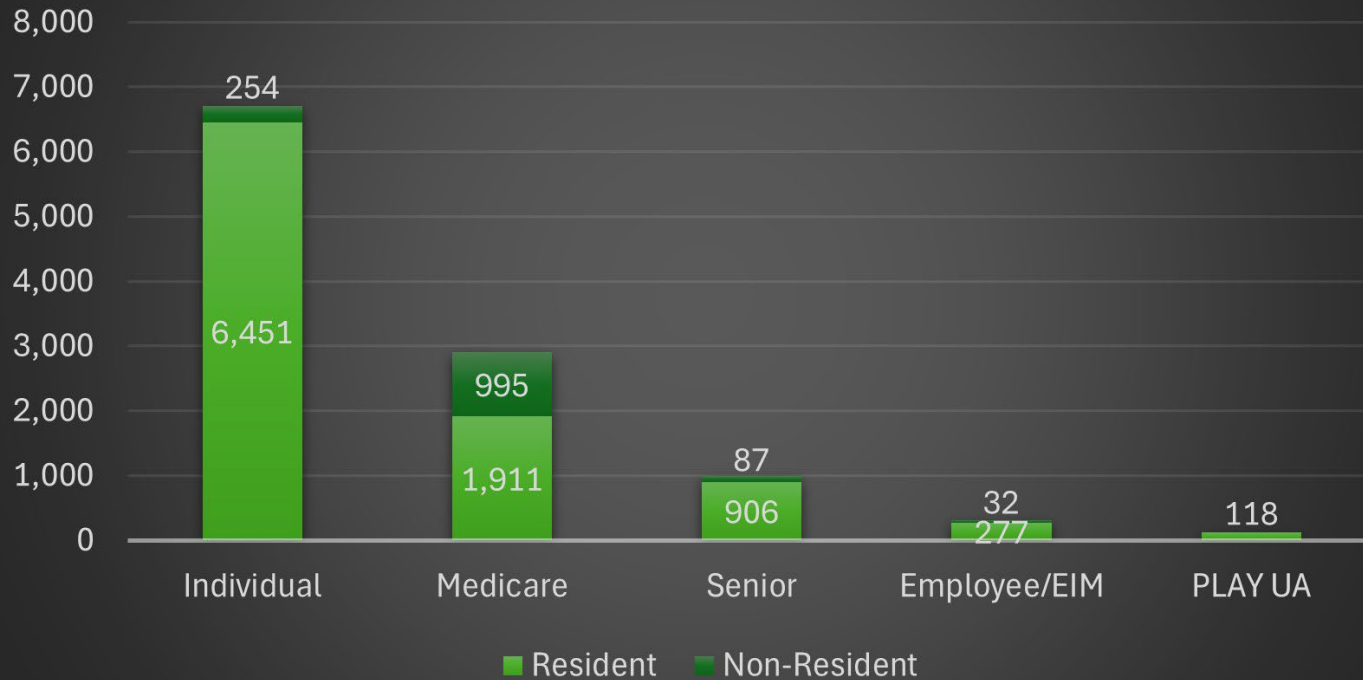
- **Program**
 - Sand slit Drainage
 - Comtil
- **Infrastructure improvements**
 - Northam East
- **Equipment Improvements**
 - Seeder
 - Top Dresser





Bob Crane Community Center

Memberships by Type



Pass Type	Total	Resident %
Individual	6,705	96%
Senior	993	91%
Medicare Supplement (Silver Sneakers/Renew Active)	2,906	66%
PLAY UA	118	100%
Employee, EIM	309	90%
Total	11,125	88%



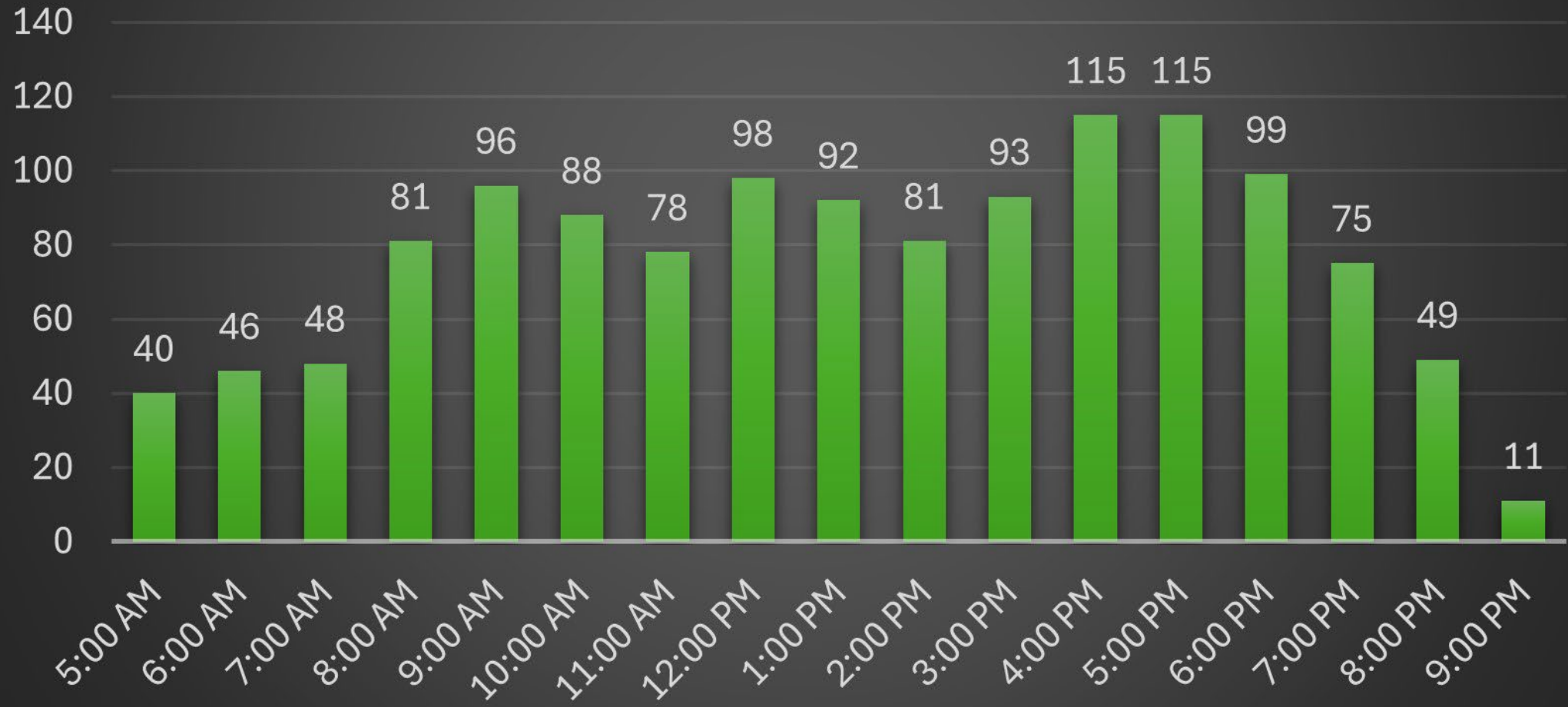
Membership	Members	% Resident
Feasibility Study Full Potential	6,871	85%
Feasibility Study Conservative	4,604	85%
Final Design Conservative Operational Update	3,775	74%
Initial 6 Month Operations	11,125	88%

Daily Visits	Total	Daily Average
Member Visits		
Projected Visits (prorated 6 months)	184,092	1,058
Actual	194,716	1,119
Daily Admission		
Projected Visits (prorated 6 months)	9,570	55
Actual	5,781	33

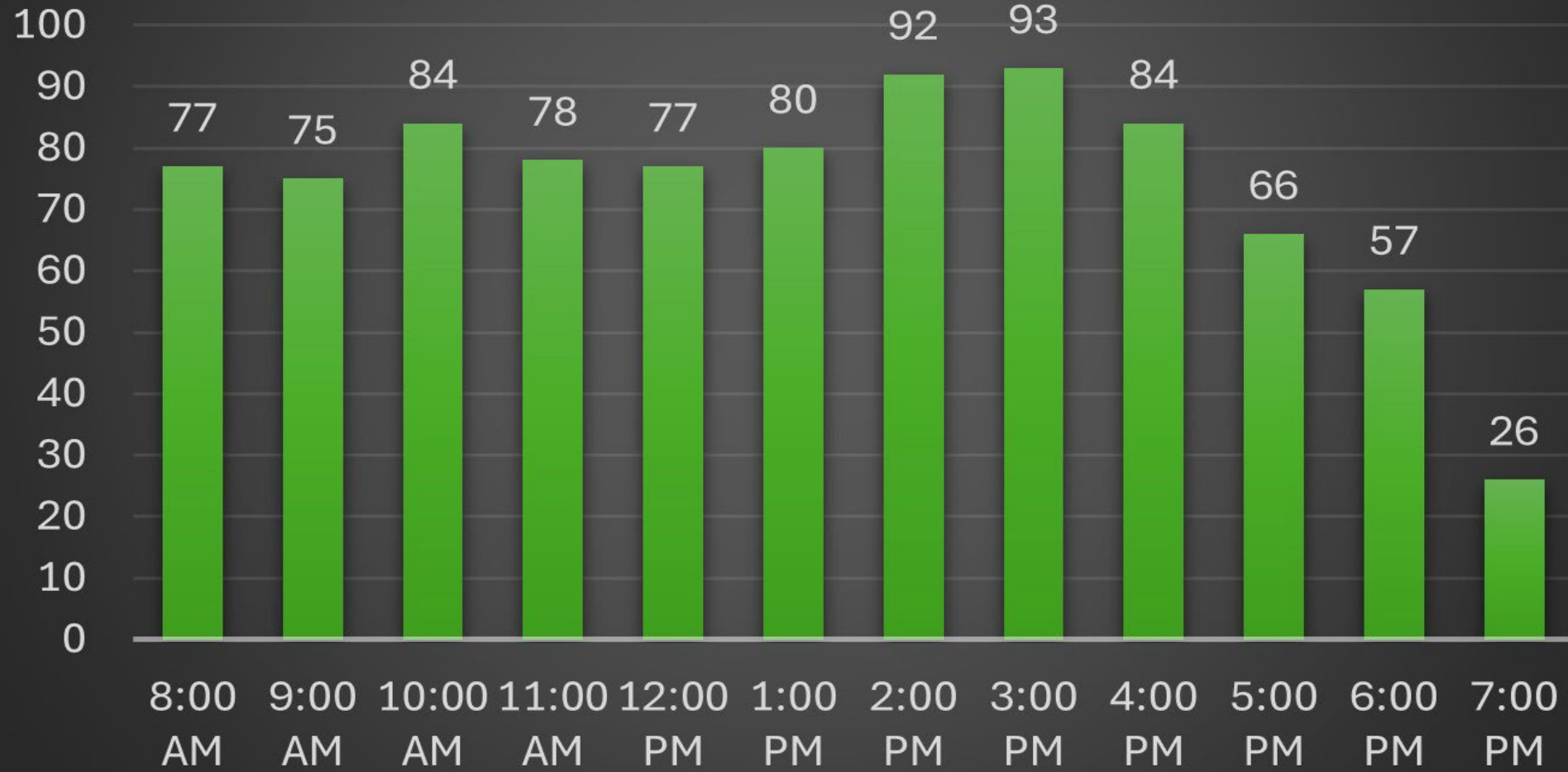
Member Visits and Daily Admission do not include recreation program participants, rental attendees or OSU patients.



Average Visits by Hour Monday - Friday



Average Visits by Hour Saturday & Sunday



Link for Facility Usage Tracker Counts

<https://www.upperarlingtonoh.gov/659/Facility-Usage-Tracker>



Revenue	2025 Budget	4 Month Budget	Actual April - July	Variance	% over/under
Membership	\$1,606,500	\$530,145	\$818,012	\$287,867	54%
Daily Admission	\$192,500	\$63,525	\$53,198	-\$10,327	-16%
Programs (Fitness/Aquatics)	\$455,000	\$150,150	\$38,298	-\$111,852	-74%
Rentals	\$264,220	\$87,193	\$54,273	-\$32,920	-38%
Child Watch	\$50,400	\$16,632	\$10,156	-\$6,476	-39%
E-Sports	\$58,550	\$19,322	\$748	-\$18,574	-96%
OSU CAM	\$86,830	\$28,654	\$35,203	\$6,549	23%
Total	\$2,714,000	\$895,620	\$1,009,887	\$114,267	13%



	Annual	January - March Start-Up	April - July Operations	January - July Year-to-Date	
	Budget	Actual	Actual	Budget	Actual
Revenue	\$2,714,000	\$61,165	\$1,009,887	\$895,620	\$1,071,445
Expenses					
Personnel	\$2,206,200	\$214,019	\$623,830	\$1,286,950	\$837,849
Non-Personnel/Direct	\$581,200	\$106,057	\$158,822	\$339,033	\$264,879
Non-Personnel/Other*	\$546,000	\$82,623	\$223,543	\$318,500	\$306,167
Total Expenses	\$3,333,400	\$402,700	\$1,006,195	\$1,944,483	\$1,408,895
Net Gain/Loss	-\$619,400	-\$341,535	\$3,691	-\$1,048,863	-\$377,450
Cost Recovery	81%	15%	100%	46%	76%

*Maintenance/Utilities/IT



Updates

Closed in September

- Main Gym warranty work
- General facility warranty work, maintenance, deep cleaning
- Staff training
- Access open to OSU patients and private rentals
- Programs will be rescheduled

Potential Modifications

- Fitness Class Pass
- Activity Guide format

