

12/13/2023 | 6:30 PM

**MUNICIPAL SERVICES CENTER, LOWER LEVEL MEETING ROOM  
3600 TREMONT ROAD**

If you are joining through Zoom, please click the link below to join the meeting:

<https://us06web.zoom.us/j/87383605075?pwd=UCtWVE9Pcm02R2tMRC94a3E2ZE1udz09>

Meeting ID: 873 8360 5075

Passcode: 562065

Join by Phone: 877-853-5257

- 1. Call to Order/Roll Call**
- 2. Approval of Minutes**
  - a. Approve October 25, 2023 Board Name Meeting Minutes
- 3. Old Business**
  - a. Bob Crane Community Center Update
- 4. New Business**
  - a. Naturalized Areas Update
  - b. Recreation Program and Events Recap
  - c. 2024 Glow Event
- 5. Updates & Reports**
  - a. Director's Report
- 6. Board Member Comments and Setting Future Agenda Items**
  - a. Appointments for Officers
  - b. Department Capital Improvement Program
- 7. Adjournment**

Wednesday, October 25 2023  
6:30 pm  
Council Chambers

**CALL TO ORDER**

Meeting was called to order by Chair Christ at 6:31 pm.

**Members Present:**

Sean Caine  
 Lindsey Christ  
 Mary Duchi  
 Brian Noble

Caroline O'Donnell  
 Craig Smith  
 Allison Thomas

**Staff Present:**

Parks & Recreation Director Debbie McLaughlin  
 Administrative Assistant Brooke Bowman

**Other Staff Present:** Parks Development & Arts Superintendent Jeff Anderson, Recreation Superintendent Matt Leber, Community Center Manager T.J. Putnam, Recreation Supervisor Tristian Sutton-Jennings, Aquatics Manager Mike Hamer, Turf Specialist Jamie Buzard, Parks & Forestry Supervisor Amy DiFrischia, Parks and Forestry Superintendent Sam Simmons, Recreation Manager Patrick Monaghan

**Guests Present:** None

**APPROVAL OF MEETING MINUTES**

Motion to approve minutes of the Parks & Recreation Advisory Board from the August 29, 2023 meeting.

**Motioned:** O'Donnell

**Seconded:** Caine

**Board Discussion:**

**Voting Aye:** Caine, Christ, Duchi, O'Donnell, Smith, Thomas

**Abstain:** None

**Motion Passed**

**ACTION/DISCUSSION ITEMS- OLD BUSINESS**

**AGENDA ITEM- Bob Crane Community Center Update**

Director McLaughlin thanked Board members for attending tours of the community center and shared photos of those visits (Attached hereto and incorporated in as exhibit A). Director McLaughlin introduced the Department initiating focus groups for the community center early next year to reengage with the community as staff plans programs and operations. The information for the focus groups will be shared in the winter Activity Guide and other publications for people to sign-up. The focus groups will be virtual and include various programs categories and operations. The program

sessions will be divided for youth and senior/adult age groupings. Board member Duchi suggested reaching out to businesses to be a part of focus groups. Director McLaughlin stated we will add businesses in the list of groups.

### **ACTION/DISCUSSION ITEMS- NEW BUSINESS**

#### **AGENDA ITEM- Staff Introductions**

Sam Simmons introduced Jamie Buzard as the new Turf Specialist from the City of Columbus. Recreation Superintendent Matt Leber introduced new staff member Tristian Sutton-Jennings as Recreation Operations Supervisor from the City of Hilliard.

#### **AGENDA ITEM- Athletic Turf Usage and Maintenance**

Mr. Leber reviewed in the presentation the 2022 athletic field use numbers and fees from sports organizations. In 2022 10 organizations were served, 3 were diamond sports, 5 soccer, 1 lacrosse and 1 football with a total of 3,798 participants. In 2023 13 organizations were served, 4 were diamond sports, 7 soccer, 1 lacrosse and 1 football. Expecting an increase in revenue in 2023 due to now collecting fees for spring and fall which in 2022 fees were only collected for spring. (Attached hereto and incorporated in as exhibit A).

Parks and Forestry Superintendent Sam Simmons proceeded with the presentation covering athletic field maintenance. Ms. Simmons shared about the core services provided this summer including mowing, fertilization, seeding, aeration and topdressing along with the new electric mower purchased. Images were shared from Northam Park east fields showing the current field conditions. Full implementation of the Integrated Turf Health Management plan were postponed due to the vacancy of the Turf Specialist position along with equipment challenges (two tractors out for service for extended periods, new sprayer unit on order for the majority of the season). Ms. Simmons reviewed plans for screening the new utility boxes installed at the south entrance at Northam Park. In 2024 the Parks and Forestry Department are looking to go digital for tracking work, looking at fertilizer solutions including liquid fertilizer options and two new pieces of equipment. (Attached hereto and incorporated in as exhibit A).

#### **AGENDA ITEM- Aquatics and Tennis 2023 Recap**

Recreation Superintendent Matt Leber proceeded with the presentation giving a recap on the tennis season. There were 535 pass members in 2023 which resulted in 8,552 pass visits along with 218 guest visits. Plan to reduce fees by 25% due to short season for construction in 2024. (Attached hereto and incorporated in as exhibit A).

Mr. Leber went on to review numbers from the aquatics season including 7,767 pass members including 76,134 visits from those pass members and 17,917-day passes sold. Aquatics Manager Mike Hamer continued with the presentation covering recruitment and training. There were 145 lifeguards and 51 office staff hired for the 2023 pool season. Potential changes in 2024 include a season fee increase of 5%, no changes to daily fees, remove the combination pass and increase portion of day camp fees that are shared with pools. Hours will potentially change to 11am-8pm daily. This results in opening an hour earlier on Sunday and one hour later on Saturdays along with a consistent closing time of 8. (Attached hereto and incorporated in as exhibit A).

#### **AGENDA ITEM- Play UA Update**

Community Center Manager T.J. Putnam continued with the presentation covering the Play UA update. In 2023 there were 42 households, 8 new to our services, and 157 individuals. Program revenue in 2023 thus far has been \$12,802 with \$7,919 in assistance given. (Attached hereto and incorporated in as exhibit A).

#### **AGENDA ITEM- Thompson Park Playground**

Park Development and Arts Superintendent Jeff Anderson proceeded with the presentation going over the Thompson Park Playground replacement including a current schedule. Next steps are seeking Council approval on November 13 and 20 to award the contract, work with contractor on options November 21 to December 18 following with an online

survey with design options December 18 to January 1, and construction early 2024. The main goal is to complete installation prior to summer day camp. (Attached hereto and incorporated in as exhibit A).

**AGENDA ITEM- Directors Report**

Director McLaughlin gave updates on the following items:

- Civic Clerk is now being utilized for board agendas and packets, reminder to Board members to create an account in civic clerk. Training opportunities can be arranged for Board members.

**Motion** to excuse Brian Noble from the October 25, 2023 Parks & Recreation Advisory Board meeting.

**Motioned:** Duchi

**Seconded:** Smith

**Voting Aye:** Caine, Christ, Duchi, O'Donnell, Smith, Thomas

**Abstain:** None

**Motion Passed**

**AGENDA ITEM- Board Member Comments and Setting Future Agenda Items**

- December meeting Northam Tennis Update
- Update on improvements to natural areas
- Capital Improvement plans for 2024
- Department events and changes to event process
- Recreation and program update

**ADJOURNMENT**

**Motioned:** Duchi

**Seconded:** O'Donnell

**Voting Aye:** Caine, Christ, Duchi, O'Donnell, Smith, Thomas

**Abstain:** None

**Motion Passed**

**Meeting was adjourned at 8:29 pm**

**ATTEST:** \_\_\_\_\_  
**Secretary**

\_\_\_\_\_  
**Chairperson**

# Parks & Recreation Advisory Board

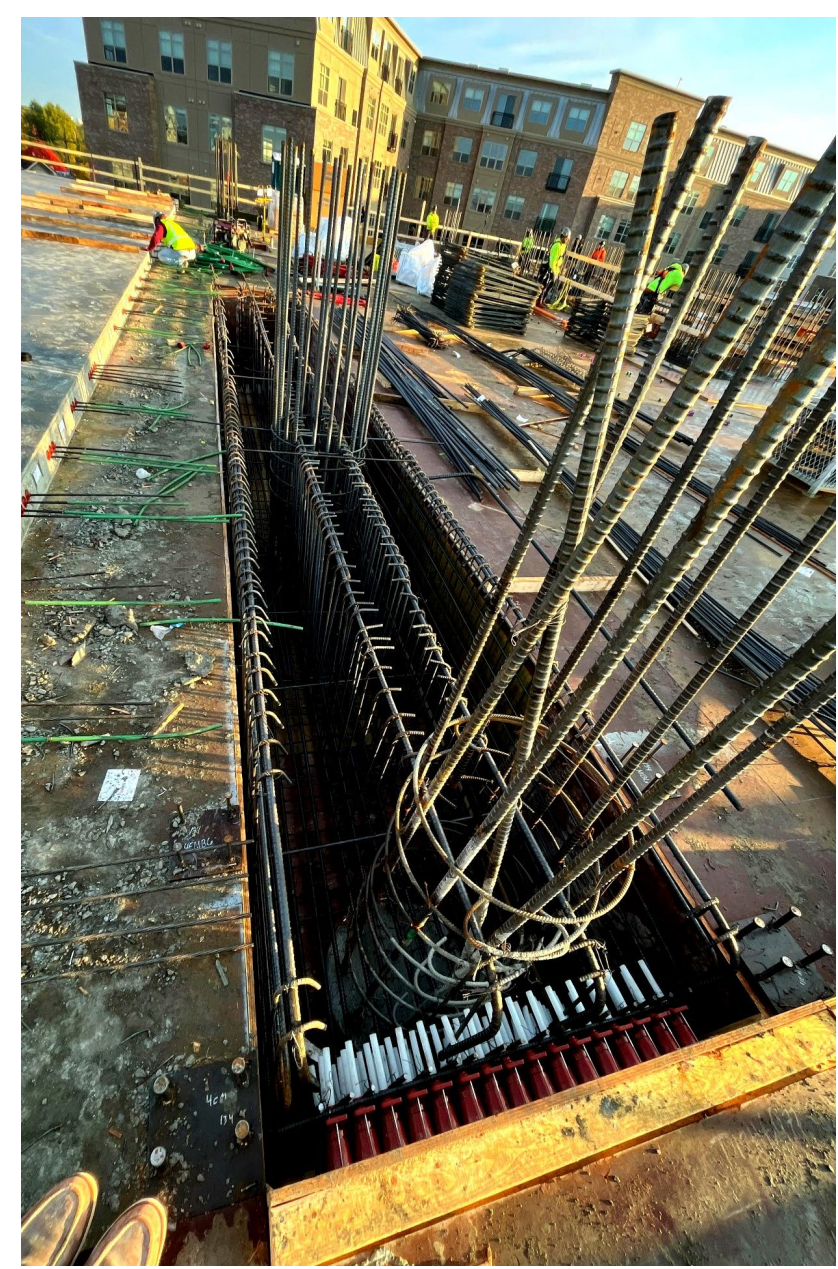
10/25/2023



# Bob Crane Community Center







# Focus Groups

## Programs

- Adaptive Recreation
  - Youth
  - Adult/Senior
- Aquatics – All ages
- Arts, Music, Dance
  - Youth
  - Adult/Senior
- Education & Enrichment
  - Youth
  - Adult/Senior
- Fitness & Wellness
  - Youth
  - Adult/Senior
- Sports
  - Youth
  - Adult/Senior
- Teens (in addition to meeting at UA Middle & High Schools)

## Operations

- Community Center Operations
  - Membership structure/rates
  - Operating hours
  - Child watch
  - Policies
  - Parking
  - And more...
- Transition to Community Center
  - Senior Center Members
  - Senior Advisory Council



# Athletic Field Usage



# Athletic Field Use Numbers and Fees

2022

## Organizations (10)

- **Diamond Sports (3)**
  - UA Youth Softball (Rec and Travel)
  - Bear Cub Baseball (Rec)
  - UAJBA (Travel)
- **Soccer (5)**
  - Northwest Kiwanis (Rec)
  - UA United
  - UA Soccer Academy
  - Oranje Raptors
  - OP Soccer Academy
- **Lacrosse (1)**
  - UALA
- **Football (1)**
  - UA Youth Football

## Participants and Fees

- **Participants:**
  - 3,798 (96% Residents)
  - Fees Collected: \$30,350
- **Tournaments:**
  - 2 (Baseball and Softball)
  - Fees Collected: \$4,950



# Athletic Field Use Numbers Fees

2023

## Organizations (13)

- **Diamond Sports (4)**
  - UA Youth Softball (Rec and Travel)
  - Bear Cub Baseball (Rec)
  - UAJBA (Travel)
  - UA Slammys (Travel)
- **Soccer (7)**
  - Northwest Kiwanis (Rec)
  - UA United
  - UA Soccer Academy
  - Oranje Raptors
  - OP Soccer Academy
  - FC Columbus
  - UA Golden Griffiths
- **Lacrosse (1)**
  - UALA
- **Football (1)**
  - UA Youth Football

## Participants and Fees

- **Collecting Rosters and Preparing 2023 Invoices**
- **Anticipate increase in revenue from participant fees**
  - Soccer paying for both seasons
  - UAJBA Fall Baseball added for 2023
  - Three new organizations: Accommodated three additional use requests (1 softball, 2 soccer). Usage fit within our schedule and we didn't turn any organization away.
- **Soccer Field Games: Setting threshold at 400 games for spring 2024 based on current conditions**

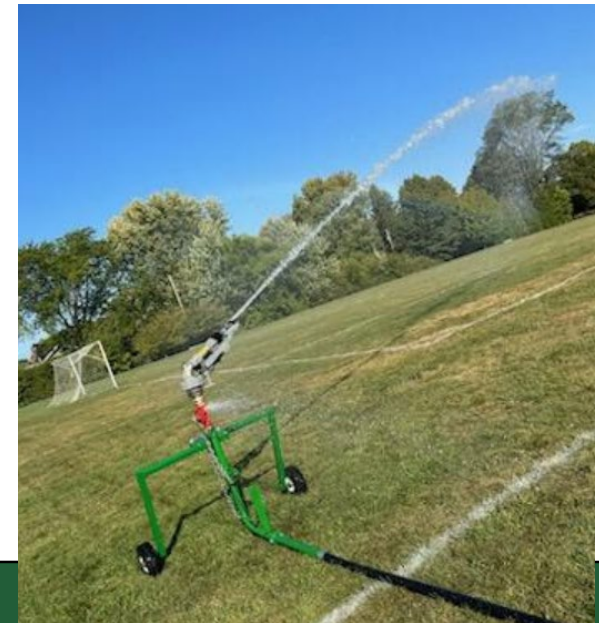


# Athletic Field Maintenance



# Athletic Field Maintenance

- 2023
  - Team Update
  - Program
    - Core services
      - Mowing, fertilization, seeding, aeration, topdressing.
    - Equipment



# Athletic Field Maintenance

- 2023 - Conditions



# Athletic Field Maintenance

- 2023 - Conditions

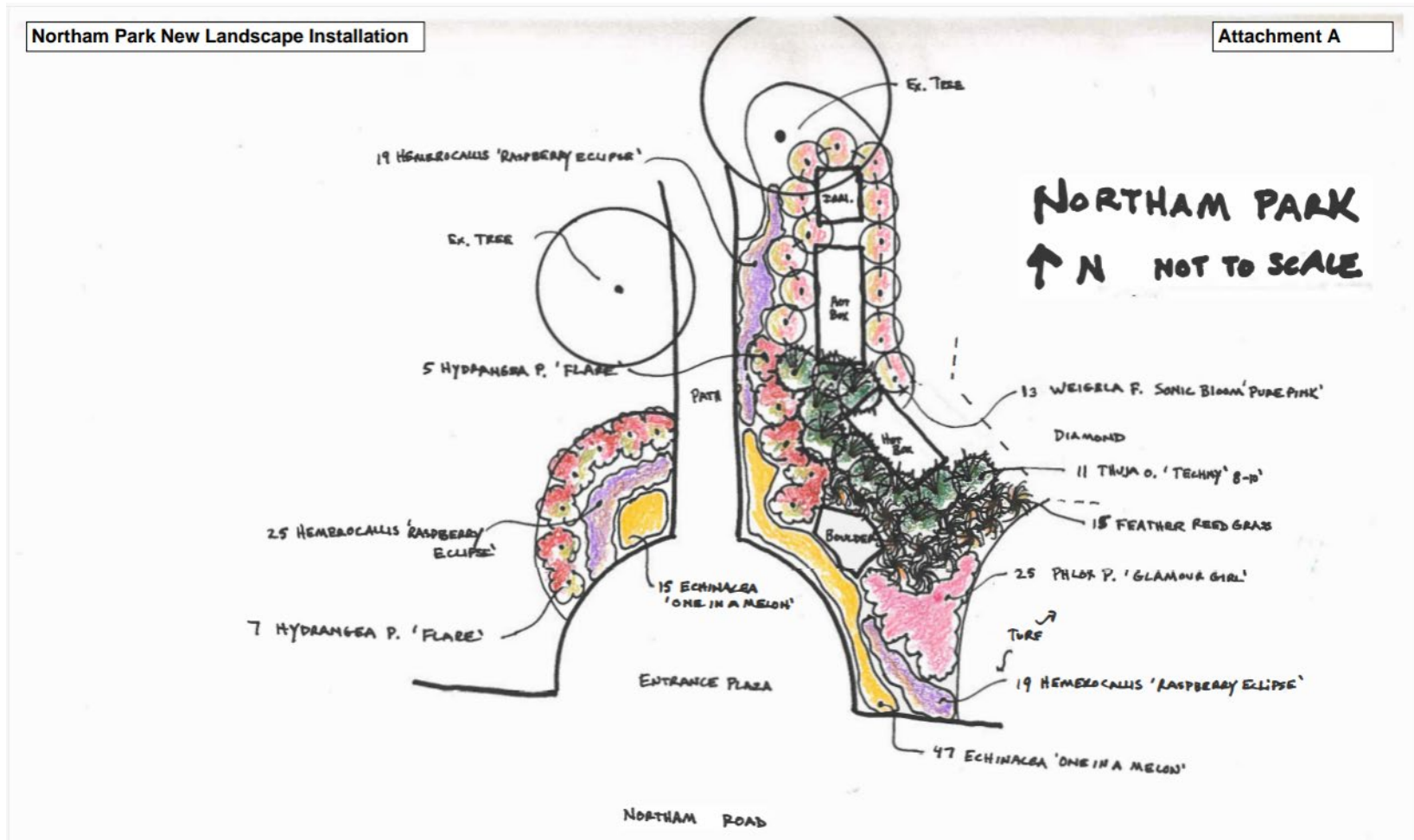


# Athletic Field Maintenance

- Northam – Officially became ours to maintain 10/15



# Northam Entry Plaza



# Athletic Field Maintenance

- 2024 Plans / Forecast
  - Going Digital
    - For tracking work and assessments
  - Fertilizer Solutions
    - Utilize liquid fertilizer options
  - Equipment
    - Budget request includes 2 pieces of equipment that will reduce work and deliver superior playing conditions



# Aquatic & Tennis Recap



# Tennis

- **Pass Members: 535**
  - 72% Resident
- **Pass Visits: 8,552**
- **Guest Visits: 218**
- **Lesson Registrations: 463**
- **3 Social Events: averaged 75 people**
- **Staffing**
  - 24 employees
  - Managers, Supervisors and Court Workers

**2024 – plan to reduce fees 25% due to short season for construction**



# Aquatics

**Pass Members: 7,767** (7,925 in 2022)

- **93% Resident**

**Pass Visits: 76,134** (76,673 in 2022)

- **Devon: 25,503**
- **Reed Road: 26,285**
- **Tremont: 24,346**

**Day Passes Sold: 17,917** (19,802 in 2022)

- **Devon: 4,610** (70% resident)
- **Reed Road: 9,166** (57% resident)
- **Tremont: 4,141** (67% resident)

**Swim Lessons:**

- **Sessions Available: 189**
- **Participants: 769**



# Aquatics

## Summer Staffing numbers

- Lifeguards: 145
- Front desk: 51

## Spring Training

- Lifeguards: 60+ (Trained and hired)

## Required Staffing (Lifeguards) Per Hour

- 8 Morning Swim
- 27 Open Swim
- 35 Total Daily

**Average length of shift desired 12-15 hours a week**



## Recruitment/Retention

- High school and College Students
- Visit local schools and career fairs
- Pay increase
- Incentives
- Referral and late season bonuses
- “Caught you being great”
- Lifeguard Games
- Food-Pizza, cookies, ice cream
- Career advancement-Student Development
- Lifeguard Instructor Classes
- Free re-certification
- Operations Training-Mechanical, Health & Safety



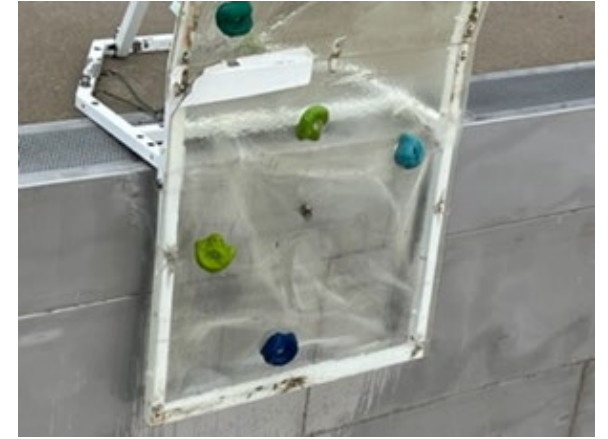
# Devon Pool

- Summer 2023
  - Rebuilt peristaltic pumps
  - Heater repaired- Warranty (On-going)
  - Repaired VFD's
    - Lap and Diving well
- Summer 2024
  - VGB Grate Replacement
  - Concrete repair-Diving well



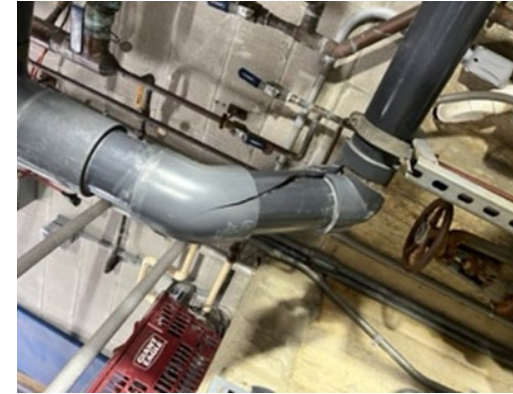
# Tremont Pool

- Summer 2023
  - Climbing wall panel replacement
  - Beck Controller Repaired-Flow switch
  - Heater repaired
- Summer 2024
  - VGB Grate Replacement
  - CO2 added to chemical application



# Reed Road Waterpark

- Summer 2023
  - Plaster repair
  - Gutter repair
  - Pump repair
  - Pool heater repair
  - Slide repair-Supply lines
  - Water line breaks-Back flow preventers
- Summer 2024
  - Plaster Repair
  - Gutter Repair
  - VGB Grate Replacement
  - Bypass valve



# Aquatics – 2024 Potential Changes

## Fees

- Season Pass fee increase 5%
- Daily fees no change
- Remove Combination Pass (Pools and Tennis)
- Increase portion of Day Camp fees to Pools

## Hours

- Daily Open Swim 11-8
  - Open 1 hour earlier on Sunday
  - Open 1 hour later on Saturday
  - Consistent closing time of 8 allows more rentals
  - Morning Lap Swim and Water Walking to remain the same
- Includes Holidays except July 4
- Responds to customer feedback & assist with scheduling staff

## Wages

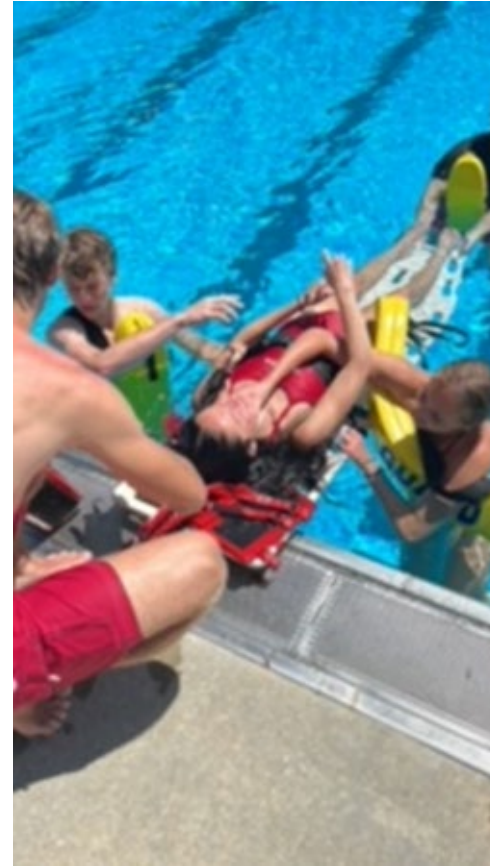
- Manager & Lifeguard are regionally competitive
- Office Worker adjusted due to new minimum wage

## Expenses

- Increase budget for pool chemicals, water/utilities, RRWP plaster repairs, pump repairs

## Weather Policy

- Open only one pool on days with projected very low attendance



# PLAY UA Financial Assistance



# PLAY UA – 2023 Update

2023 (as of 10/22/23)

Households = 42 (8 new)

Individuals = 157

Program Revenue = \$12,802

Assistance Given = \$7,919

2022 (entire year)

Households = 35 (10 new)

Individuals = 141

Program Revenue = \$12,512.46

Assistance Given = \$7,225.50



# PLAY UA – Revenue Breakdown

Revenue= \$12,802

\$1 Transaction Fee = \$10,159

Vending Commissions = \$2,395

Donations = \$248 (17 individual donations)



# PLAY UA – Assistance Highlights

114 programs enrollments or memberships in which the discount was utilized (147 in 2022)

Assistance Given = \$7,919

Aquatics = \$3,749

Recreation = \$3,945.50

Senior = \$224.50

Safety Town, Tennis, Cultural Arts = \$0

**2024 – increase assistance for Swim Lessons from 50% to 75%**



# Thompson Park Playground



# Thompson Park Playground Replacement

- **Preliminary Survey and Worksheet**
  - Emailed Directly to Day Camp Families
  - Hard Copies at Lane Road Library
  - For the Record Blog and Activity Link Updates
  - October 1 – November 1, 2023
- **City Council**
  - November 13 and 20
- **Design Options**
  - November 20 to December 18
- **Online Survey with Design Options**
  - December 18 to January 1
- **Construction**
  - Demolition Early 2024
  - Goal to Replace Before Day Camp



# Parks & Recreation Advisory Board

12/13/2023



# Bob Crane Community Center Update



# Bob Crane Community Center

- Operations
  - Focus Groups
    - Registration for participation is open through end of January
  - Staff toured regional facilities
  - Developing a timeline for administrative functions
  - New positions





**COMPLETED ACTIVITIES** - 4th Level Concrete Placement

**ONGOING ACTIVITIES** - Decking and Shoring, Electrical Conduit Installation Mezzanine, Hydronic Piping Installation Mezzanine, Ductwork Installation 1st Floor, Stair 1 Installation

**UPCOMING ACTIVITIES** - 4th Floor Concrete Placement, 5th Floor Concrete Placement



# Natural Areas Management Update



# Naturalized Area Management:

Woodlands, prairies/pollinator habitat, and wetlands

## Patron Experience:

- Beauty of natural habitats including seasonal changes
- Pollinators and other beneficial insects
- Wildlife and aquatic life

## Environmental benefits:

- Reduction in the maintenance energies required, including staff and equipment
- The provision of habitat for pollinators and wildlife
- The enhancement of ecological diversity
- Mitigation of CO<sub>2</sub>, the heat island effect, and other urban impacts



# Naturalized Area Management:

## The Urban Environment vs Naturalized Areas

- Disturbances
- Non native Invasive species
- Management is necessary:
  - to mitigate the effects of urban disturbance
  - restore and maintain a balanced and diverse ecosystem that is better able to withstand the pressures and effects of any new pests.
- inspections identify and address
  - physical hazards
  - sight clearance issues
  - public health and safety concerns.
- Identified in the 2018 comprehensive plan



# Naturalized Area Management:

## Management plans and Implementation

### Holistic Assessment and Plan

- Locations
- Conditions
- Maintenance practices
- Input
- Research

### Implementation

- Short and long term
- Resources
- Notification
- Review







### Upcoming Events

Our 2023 and 2024 schedule is set! We have tools and work gloves. Please wear long pants and closed toe shoes for safety.

Unless otherwise noted, all events are 9:00-12:00.

Date: December 9, 2023  
Where: Thompson Park (meet in Mountview Road parking lot)

Date: January 20, 2024  
Where: Fancyburg Park (meet on south side)

Date: February 10, 2024  
Where: Smith Nature Park

Date: March 16, 2024  
Where: Miller Park

Date: April 20, 2024 (tentative)  
Where: Northwest Kiwanis Park

Date: May 18, 2024  
Where: Cardiff Park

Date: June 15, 2024  
Where: Fancyburg Park (meet on south side)

Date: August 24, 2024 (tentative)  
Where: Cardiff Park

Date: September 21, 2024  
Where: Miller Park

Date: October 12, 2024  
Where: Thompson Park (meet in Mountview Road parking lot)

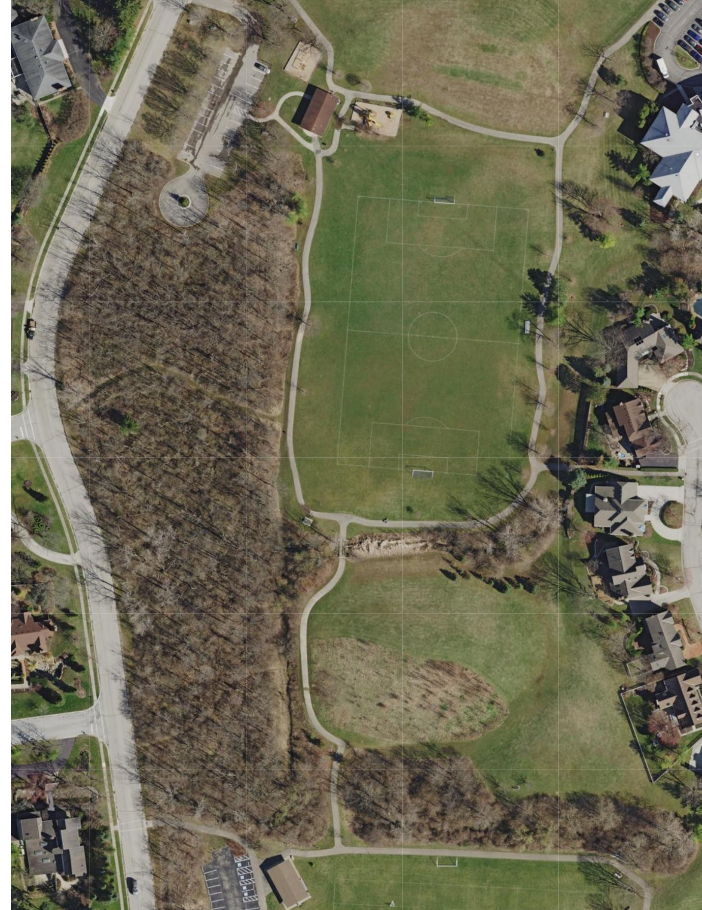
Date: November 9, 2024  
Where: Northwest Kiwanis Park

Date: December 7, 2024  
Where: Fancyburg Park (meet on south side)

Please check out our FaceBook page for more announcements. There is a separate email list; you can ask to be added at one of our work events.



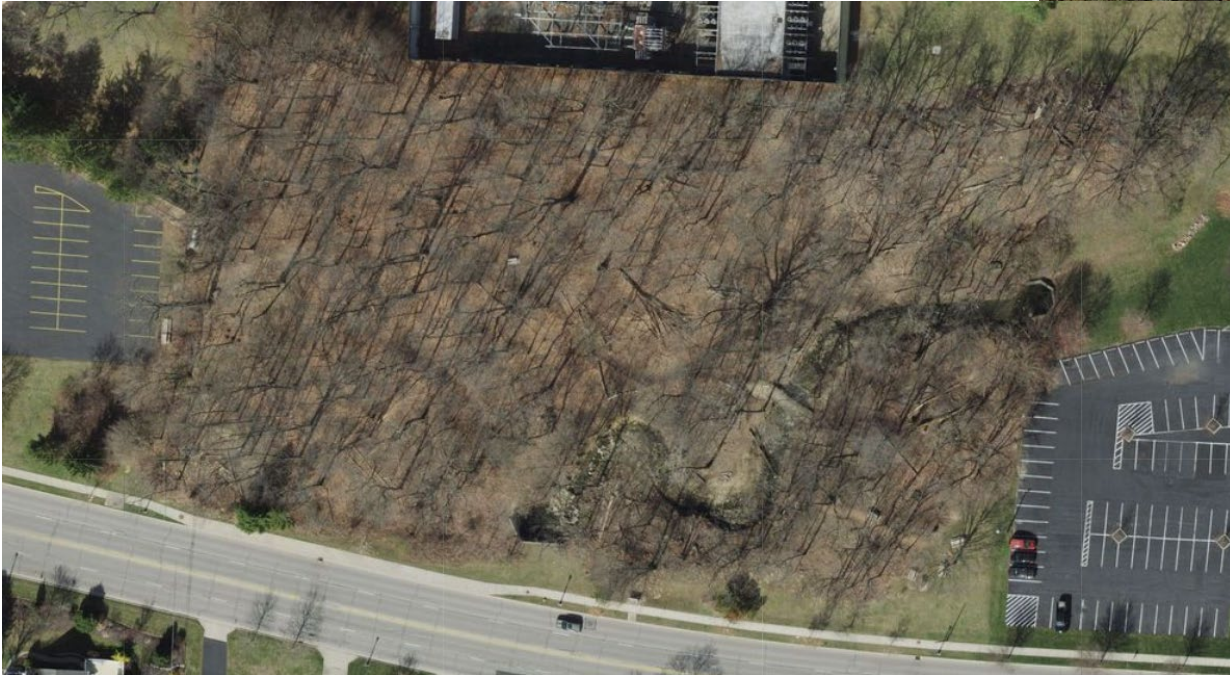
# Northwest Kiwanis Park



# Northwest Kiwanis Park



# Smith Park



# Prairie/Pollinator Habitat



# Naturalized Areas: 2024

## Northwest Kiwanis Park

Burbank





Cardiff

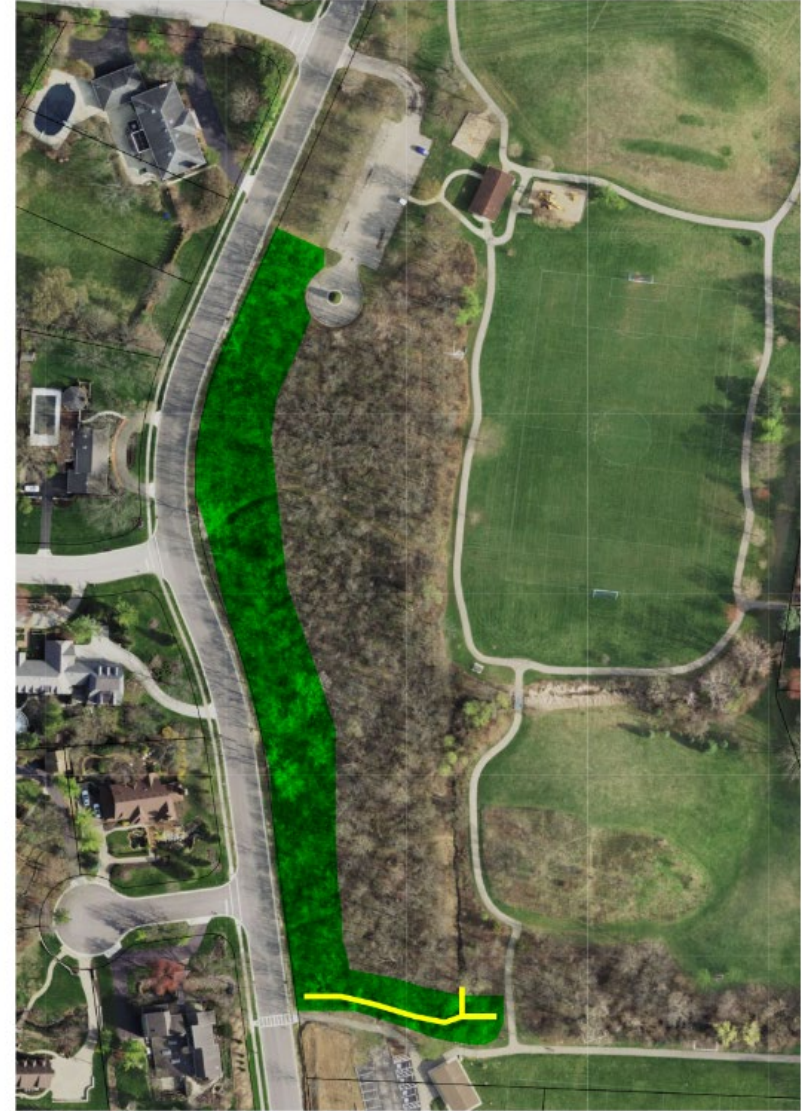


Miller

Thompson

Northwest Kiwanis Park Tree Removal and Vegetation Clearing

 Area of work approximately 1.5 acres  
 Area within work zone close to storm water ditch



# On the Horizon



# Recreation Program & Event Recap 2023



# Programs Offered and Implementation Rate

Category	Active	Cancelled	Total Offered	Implementation Rate
Youth	287	67	354	81.07%
Adult	278	89	367	75.75%
Multi-Gen	70	14	84	83.33%
Older Adult	497	68	565	87.96%
Aquatics	181	0	181	100.00%
Tennis	28	0	28	100.00%
<b>Total</b>	<b>1,341</b>	<b>238</b>	<b>1,579</b>	<b>84.93%</b>



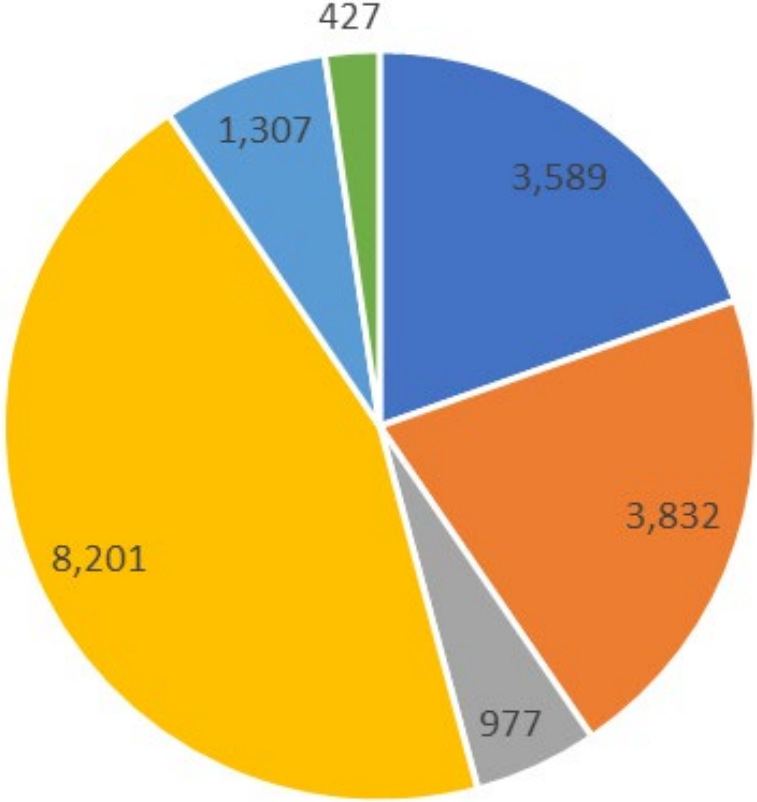
# 2023 Program Participants

Category	Participants
Youth	3,589
Adult	3,832
Multi-Gen	977
Older Adult	8,201
Aquatics	1,307
Tennis	427
<b>Total</b>	<b>18,333</b>

Residents: 13,967      76%  
 Non Residents: 4,366      24%

\*Data as of 12/7/23

Participants



■ Youth   ■ Adult   ■ Multi-Gen   ■ Older Adult   ■ Aquatics   ■ Tennis



# Program Highlights (Youth & Family)



## **Camp Catch'em**

Week-long summer learning of ecosystems in Ohio, proper use and set-up of equipment, fishing etiquette, basic knot tying, baiting, casting, reeling, and landing fish!

UA-based camp culminating with an off-site fishing trip at London State Fishing Hatchery

Confidence building



# Program Highlights (Youth & Family)

## Chess Class & Chess Camp

- Ages 5-13, many return participants
- Increasing enrollment
- Over 6 sessions offered throughout the year
- Offered a summer camp in 2023 with 40 participants!
- Coming in 2024... Mini tournaments with awards & “Learn the Basics in a Day”



## Fashion Classes

- Focus on Fashion as art and way of self-expression
- Gaining popularity
- Offer full-week camps and one-day opportunities (full-day on non-school days)
- Expanding opportunities: Fashion Runway Production, Accessories Workshops



# Program Highlights (Youth & Family)

**Drive-in:** Mountview Church

**Family Campout:** Sunny 95

**Musical:** Thompson Park



## Movies in the Park

- 3 Movies shown
- Utilized various UA Parks
- Largest family campout!



# Program Highlights (Adults)

- Writing workshops
- Outdoor Rec & Nature programs / Kayaking
- Local Tours with Columbus City Adventures
- Food & Drink Classes
- Music, Arts & Dance
- & MUCH more...



# Program Highlights (Fitness & Wellness)

- Studio 55
  - 10,294 visits
  - 45 Average visits/Weekday
- Reimbursement from Health Insurance Programs
  - Silver Sneakers = \$35,282.50
  - Renew Active = \$10,280
- Personal Training
  - 1,129 visits purchased
  - 30 new clients
  - Added a 2<sup>nd</sup> Personal Trainer
  - Adding 1:1 sessions in 2024 (in addition to 2:1)

(\*Above stats reflect January-November 2023)



# Program Highlights (Fitness & Wellness)

## New Fitness & Wellness Programs:

- The James Mobile Education Nutrition and Cooking Demos through the Ohio State University Wexner Medical Center
- Understanding Alzheimer's & Dementia Series (with help from the Alzheimer's Association®)
- Tai Chi for Health
- Flow Yoga in the Park/Barn
- Weekend Warrior Yoga



# Program Highlights (Older Adults)

- Senior Association membership
  - ~ 1,800 members age 50+
  - 67% UA residents; 34% Male & 66 % Female
  - Average age = 77
- Senior Center attendance highest since pre-COVID19
- Senior Day trips receiving excellent feedback
- 15 passenger bus has been an excellent addition to our programming operations. (Senior Day trips, Senior Grub Clubs, Park Hikes, Current Events off-site locations, etc.)



# Program Highlights (Older Adults)

## More than 10 New Programs:

- Kentucky Derby Hats
- Understanding Self-Esteem
- Windows 10 Series: Basics, Files, Web, Mail/Contacts, Calendars/Notes, Photos
- Exploring Creativity
- The Art of Writing Your Memoir
- iPhone classes continue to be a hit!
- Current Events also very popular

## Partnerships:

- Cops in the Café – UA Police
- UA Library Talks – UA Library
- 50+ Connections – Syntero
- Box Lunches with SAC



# Program Highlights (Adaptive programs)

- TR Fun Club - Year-round Rec & Social
- Aktion Club - Year-round Volunteerism
- TR Day Camp - Summer camp



# Program Highlights (Camps)

## Summer Day Camp

- 329 Participants (Includes TR Day Camp - 9 campers with disabilities)
- 30 Staff Members
- Weekly field trips
- Daily swim times
- Brutus the Buckeye visit
- Navigated Heat index and Air quality alerts

## Safety Town

- 4 sessions, with AM or PM options
- 576 new 2023 graduates
- New bikes: more accessible and inclusive for all participants



# Seasonal Events

- Spring Fling
- Summer Celebration (Cancelled due to weather)
- Fall Festival
- Farmer's Market
- Winter Festival (Modified event due to weather)
- Brunch with Santa (280 people served)



# Spring Fling



# Fall Fest



**PARKS & REC**  
City of Upper Arlington

# Winter Festival



# Impact of our efforts

