



TO: Gahanna City Council
Jeremy VanMeter, Clerk of Council

FROM: Stephania Ferrell, Director of Parks & Recreation
Kevin Schultz, Senior Director of Operations
Mayor Laurie A. Jadwin

Cc: Priya Tamilarasan, City Attorney
Joann Bury, Director of Finance

DATE: June 4, 2025

SUBJECT: Dept. of Parks & Recreation - Request for Council Action (June 9, 2025 COTW Meeting)

ACTION ITEMS

ACTION ITEM # 1 – ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO AN ACCESS EASEMENT WITH CENTERPOINT CHURCH

Sunpoint Park, located at 670 McCutcheon Rd. in Gahanna, is a popular park destination known for its playground, basketball courts, and green space programmed for athletic activities. The Park attracts a high volume of visitors and, as a result, the existing parking lot is insufficient to meet demand. Due to both the popularity of the Park and the convenient proximity of CenterPoint Church, many park visitors routinely rely on the church's private lot for overflow parking.

The Access Easement is a 20-year easement and provides the City use of the parking facility outside of normal operating hours of the Church. Maintenance of the facility is the responsibility of the property owner.

The Administration respectfully requests an Ordinance authorizing the Mayor to enter into an access easement with CenterPoint Church for use of the parking lot. In addition, supplemental appropriation in the amount of \$150,000 for payment of the first payment of the 20 years access easement are being requested.

Request for Legislation and Funding:

Legislation Needed: Ordinance

Emergency/Waiver: N/A

Name & Address: N/A

Supplemental/Transfer: (Amounts & Accounts Names/Titles):

\$150,000 from unappropriated and unencumbered balance of the Capital Improvement Fund 3250 to 325.06.550.5515 - Land Acquisition



Attachments:

- PR-ATT- CenterPoint Church Access Agreement
- PR-ATT- CenterPoint Church Supplemental Agreement

Contract Approvals

- o This item has been approved by the Mayor
- o This item has been approved by the Director of Finance
- o This item has been approved by the City Attorney

ACTION ITEM # 2 – ORDINANCE FOR SUPPLEMENTAL APPROPRIATION FOR GRANT FUNDING AWARDED BY THE OHIO DEPARTMENT OF NATURAL RESOURCES (ODNR)

In 2024, the Administration applied for external funding through the Ohio Department of Natural Resources, Division of Parks & Watercraft, to support the purchase of new kayaks and related safety equipment. The City was awarded a reimbursement grant of \$18,931 which includes matching funds of 25% for this effort.

The grant requires the awarded funds to be secured in a dedicated account. To comply, Fund 228.08.600.5320 – Boat Safety Grant Operating Equipment – has been established. Matching funds were initially appropriated from the Recreation Materials and Supplies fund, contingent upon grant approval.

The Administration is respectfully requesting an Ordinance for a supplemental appropriation in the amount of \$18,931 to a dedicated account 228.08.600.5320 – Boat Safety Grant Operating Equipment and to transfer the matching funds in the amount of \$4,733 from the 101.08.320.5300- Recreation Materials and Supplies to the 101.08.320.5900 – Recreation Transfers Out and authorization in order for the Finance Director to transfer these funds to Fund 2280 for the City's grant match. The match is included in the supplemental appropriation request of \$18,931.

Requested Legislation and Funding:

Legislation Needed: Ordinance
Emergency/Waiver: N/A
Name & Address: N/A

Supplemental/Transfer (Amounts & Accounts Names/Titles):
\$18,931 – 228.08.600.5320 – Boat Safety Grant Operating Equipment from the unappropriated unencumbered balance of the Permanent Improvement Fund / Transfer \$4,733 of appropriations from 101.08.320.5300 (Recreation Materials and Supplies) to 101.08.320.5900 (Recreation Transfers Out)

Attachments:

- PR-ATT- ODNR Boat Safety Grant Agreement



ACTION ITEM # 3 – ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO PROFESSIONAL SERVICES AGREEMENT FOR WOODSIDE GREEN AND HANNAH PARK POND IMPROVEMENTS

A Request for Proposal (RFP) process was conducted to secure professional services for the development of detailed designs and engineering plans for improvements to the ponds at Hannah Park (three ponds) and Woodside Green Park (one pond). The primary objectives of these improvements are to enhance water quality, improve aesthetics, and reduce overall costs, all while incorporating sustainable practices. Appropriations for both of these projects are listed in the City's 2025 Capital Budget. Kleinfelder Engineering, LLC was selected as the firm to lead the project.

The Administration respectfully requests an Ordinance authorizing the Mayor to enter into an agreement with Kleinfelder Engineering, LLC in the amount of \$325,553 for design and engineering services for Woodside Green Pond and Hannah Park Pond Improvements Projects.

Requested Legislation and Funding:

Legislation Needed: Ordinance

Emergency/Waiver: N/A

Name & Address: Kleinfelder Engineering, LLC, 507 Main St. Suite 208. Zanesville, OH 43701

Already Appropriated (Amounts & Accounts Names/Titles):

(PK-24-14) \$210,000 – 224.11.030.5505 - Manor Homes TIF & (PK-24-10)
\$150,000 – 325.06.550.5500 Capital Improvement Fund

Attachments:

PR-ATT- Kleinfelder Proposal – Woodside Green and Hannah Park Ponds

Contract Approvals

- o This item has been approved by the Mayor
- o This item has been approved by the Director of Finance
- o This item has been approved by the City Attorney

ACTION ITEM # 4 – RESOLUTION OF AUTHORITY TO APPLY FOR FUNDING THROUGH THE URBAN FORESTRY GRANT PROGRAM

The Department of Parks and Recreation is seeking alternative funding through the Ohio Department of Natural Resources (ODNR) to expand and improve the urban forest canopy. The application requires a Resolution of Authorization to be passed by the governing body of the agency.

Based on the above, the Administration respectfully requests a Resolution of Authority to seek alternative funding from the Ohio Urban Forestry Grant Program administered by the Ohio Department of Natural Resources, Division of Forestry.



Requested Legislation and Funding:

Legislation Needed: Resolution

Emergency/Waiver: N/A

Name & Address: N/A

Already Appropriated (Amounts & Accounts Names/Titles): N/A

Attachments:

PR-ATT – Urban Forestry Grant Authorization