



# City of Gahanna

## Meeting Minutes

### Parks & Recreation Board

200 South Hamilton Road  
Gahanna, Ohio 43230

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Wednesday, January 8, 2020

7:15 PM

Finance Conference Room

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#### Organizational & Regular Meeting

**\*\*REVISED\***

#### A. CALL ORGANIZATIONAL MEETING TO ORDER

Mayor Jadwin called the Organizational Meeting of the Parks & Recreation Board to order on Wednesday, January 8, 2020 at 7:18 pm at Gahanna City Hall.

#### B. SWEARING IN OF BOARD MEMBER(S)

Mayor Jadwin administered the Oath of Office to Donna Simmons.

Brian Wright was appointed to the Board on 1/2/2020 by City Council. Wright has not been sworn onto the Board and was not in attendance at this meeting.

A School Board Representative has not been appointed yet.

#### C. ROLL CALL

**Present:** 4 - Eric Miller, Jan Ross, Ken Shepherd and Donna Simmons

**Absent:** 2 - Chrissy Kaminski and Brian Wright

#### D. ELECTION OF CHAIR

Mayor Jadwin opened the floor for nominations of Chair.

**Motion was made by Ross, seconded by Shepherd, to nominate Eric Miller, Chair. The motion carried by the following vote:**

**Yes:** 4 - Miller, Ross, Shepherd and Simmons

**Absent:** 2 - Kaminski and Wright

#### E. ELECTION OF VICE CHAIR

Mayor Jadwin turned the meeting over to Eric Miller, Chair.

Miller opened the floor for nominations of Vice Chair.

**Motion was made by Shepherd, seconded by Simmons, to nominate Jan Ross, Vice Chair. The motion carried by the following vote:**

**Yes:** 4 - Miller, Ross, Shepherd and Simmons

**Absent:** 2 - Kaminski and Wright

#### **F. ELECTION OF SECRETARY**

Miller opened the floor for nominations of Secretary.

**Motion was made by Shepherd, seconded by Ross, to nominate Donna Simmons, Secretary. The motion carried by the following vote:**

**Yes:** 4 - Miller, Ross, Shepherd and Simmons

**Absent:** 2 - Kaminski and Wright

#### **G. ESTABLISH TIME AND DAY: Regular Board Meetings**

**Motion was made by Shepherd, seconded by Ross, to set the Parks & Recreation Board meeting on the second Wednesday each month at 7 pm. The motion carried by the following vote:**

**Yes:** 4 - Miller, Ross, Shepherd and Simmons

**Absent:** 2 - Kaminski and Wright

#### **H. ADOPTION OF RULES OF OPERATION AND PROCEDURE**

Miller stated that the office of Secretary needs added to section 2.1, in section 3.4 change 48 hours to 72 hours in order to give the Board enough time to review an item they may have to vote on and change 10 days to 5 business days for any person wishing to have an item placed on the agenda. Ross stated that in 4.1 the language regarding the Director's designee needs cleaned up.

4.1 to be re-written to:

4.1 Director, Department of Parks & Recreation - The Director, Department of Parks & Recreation or their designee shall attend all Board meetings. At each regular meeting, the Director shall present a report to the Board on the activities, projects, and actions taken by the Department since the previous report. The Director or the designee shall have the right to participate in discussions of the Board, but shall have no vote.

Miller stated that there is nothing in the Boards Policies & Procedures pertaining to attendance; what about Chapter 153 Parks & Recreation

Board, was the attendance requirement changed from three to four? Barr stated the Board did recommend a change of the attendance requirement; however the previous City Attorney put it on hold because they wanted to do a total review of ordinances and that never got accomplished. The previously recommended Chapter 153 will be added to the agenda for February.

**A motion was made by Miller, seconded by Shepherd, to approve with edits the 2020 Rules of Operation and Procedure. The motion carried by the following vote:**

**Yes:** 4 - Miller, Ross, Shepherd and Simmons

**Absent:** 2 - Kaminski and Wright

[2020-005](#)

Parks Bd Rules of Op 2020

## **I. COMMITTEE ASSIGNMENTS**

Miller stated that he would like to talk to the chair of each committee to find out how relevant the Board is to the committee and how relevant the committee is to the Board. Then he would like to reach out to this Board to see if they still want the committees and if there is a need for additional committees. Miller wants this Board to know what each committee expects from a representative of this Board. In regards to the Veteran's Committee are they really a committee of this board or should they be moved under Poll Members for Comment section. Miller would like have Committee Assignments on the agenda for the next meeting.

### **a. Bicycle & Trail Advisory Committee (BTAC)**

### **b. Gahanna Active Senior Advisory Committee (GASAC)**

### **c. Natural Resources Advisory Committee (NRAC)**

### **d. Veteran's Advisory Committee**

## **J. ADJOURNMENT OF ORGANIZATIONAL MEETING**

The Organizational Meeting of the Parks & Recreation Board adjourned at 7:48 pm.

## **K. CALL REGULAR MEETING TO ORDER**

Miller, Chair called the January 8, 2020 Parks & Recreation Board

Regular meeting to order at 7:48 pm at City Hall.

## **L. ROLL CALL**

**Present:** 4 - Eric Miller, Jan Ross, Ken Shepherd and Donna Simmons

**Absent:** 2 - Chrissy Kaminski and Brian Wright

Brian Wright was appointed to the Board on 1/2/2020 by City Council. Wright has not been sworn onto the Board and was not in attendance at this meeting.

Staff in attendance: Jeffrey Barr, Director, Stephania Bernard-Ferrell, Deputy Director and Pam Ripley, Office Coordinator.

## **M. APPROVAL OF MINUTES**

Ross stated there is a typo under the Director's Report and the following language needs changed: Barr will talk with the GASAC regarding ~~their funds in the Foundation going towards the matching amount.~~ a recommendation that the Senior Center Reserve fund in the Foundation go towards the matching amount. Also under NRAC the wording needs corrected from get support from Parks Board to gain future support from Parks Board.

**Motion was made by Ross, seconded by Shepherd, to approve the minutes from December 11, 2019 meeting with noted changes. The motion carried with the following vote:**

**Yes:** 4 - Miller, Ross, Shepherd and Simmons

**Absent:** 2 - Kaminski and Wright

[2020-004](#)

PR Bd mins 12-11-2019

## **N. ADDITIONS OR CORRECTIONS TO THE AGENDA**

New Business: Gahanna Rotary Donation Request

## **O. HEARING OF VISITORS**

None

**P. OLD BUSINESS****a. Pricing Policy**

Ferrell shared an updated draft of the 2020 Pricing Policy with the Board. Ferrell stated the page with the pyramid needs updated to reflect the changes to Level 3 - Individual/Community Balanced Benefit.

**Motion was made by Ross, seconded by Shepherd, to approve the 2020 Pricing Policy with edits. The motion carried by the following vote:**

**Yes:** 4 - Miller, Ross, Shepherd and Simmons

**Absent:** 2 - Kaminski and Wright

[2020-010](#)

2020 PricingPolicyDRAFT2

**Q. NEW BUSINESS****a. Gahanna ASAC By-Laws**

Isobel Sherwood, President of Gahanna ASAC shared updated Gahanna ASAC Constitution and Bylaws. When Sherwood came on the Committee last May she discovered that six of the seven members term expires this May. She is the only remaining committee member. Prior to 2018 the Mayor and City Council each had appointments to the Committee, when the decision was made to have three (3) appointments by Parks & Recreation Board and four (4) appointments by the members of the Gahanna Senior Center the terms were not staggered. This is what started the revisions to the Gahanna ASAC Constitution and Bylaws. The majority of the changes are clean up language to follow current processes. 3.1 has the changes regarding terms. 3.4 was changed to reflect a change for a vacancy. There was discussion regarding 4.4 and the numbers of Gahanna ASAC needed to call a special meeting. Sherwood will update and send to the Director.

**Motion was made by Simmons, seconded by Shepherd, to approve the Gahanna ASAC Constitution and Bylaws with updates. The motion carried with the following vote:**

**Yes:** 4 - Miller, Ross, Shepherd and Simmons

**Absent:** 2 - Kaminski and Wright

[2020-009](#)

GASAC Bylaws DRAFT 1-3-2020

**b. Gahanna Rotary Donation Request**

Ripley shared the Gahanna Rotary is having their annual Rotary Auction on February 8, 2020 and are requesting in addition to golf passes and pool passes a four (4) hour shelter rental to Woodside Green Park.

**Motion was made by Ross, seconded by Shepherd, to approve the donation request for the Gahanna Rotary Annual Auction. The motion carried with the following vote:**

**Yes:** 4 - Miller, Ross, Shepherd and Simmons

**Absent:** 2 - Kaminski and Wright

## **R. CORRESPONDENCE AND ACTIONS**

None

## **S. DIRECTOR'S REPORT**

Ferrell shared that Make Gahanna Yours received a grant for five sculptures that have been installed in the following parks: Creekside, Academy Park, Woodside Green, Friendship Park and Sunpoint Park. The artistic intent is to show people how much trash ends up in parks, there is an open belly on each sculpture for water bottles and trash. Sign boards will be installed which explains the intent.

## **T. COMMITTEE REPORTS**

### **a. BTAC**

None

### **b. GASAC**

None

[2020-002](#) GASAC mins 12-18-2019

[2020-008](#) SeniorSpotlight Jan 2020

### **c. NRAC**

Ferrell received some information back on the trails and making sure that they are safe for both bikers and pedestrians.

### **d. Veteran's Advisory Committee**

None

**U. POLL MEMBERS FOR COMMENT**

**a. Gahanna Parks & Recreation Foundation**

Miller shared that the Foundation elected officers.

**b. School Board Report**

None

**ADJOURNMENT**

There being no further business of the Board the meeting adjourned at 8:42pm.

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**Pam Ripley**  
Office Coordinator

*APPROVED by the Parks & Recreation Board, this  
day of 2020.*

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**Eric Miller**