

STARK COUNTY PARK DISTRICT
PARK COMMISSION MEETING AGENDA

Tuesday, January 4, 2022 @ 5:30 P.M.

Exploration Gateway at Sippo Lake Park, 5712 12th St. NW, Canton, Ohio 44708

1. CALL TO ORDER

- A. Roll Call of Members: D. Freeland, W. Bryan, R. Dublikar, P. Quick, D. Regula
- B. Adoption of Agenda
- C. Informational: Appointments of Commissioners to the Stark County Park Board
- D. Informational: Park Board Policy Manual (PBPM): Receipt from New and Reappointed Commissioners documenting they have received and read the Board Governance Process
- E. Resolution: #22-01-001: Election of Officers: Chairperson
- F. Resolution: #22-01-002: Election of Officers: Vice-Chairperson
- G. Resolution #22-01-003: Adoption of Proposed 2022 and January 2023 Board Meetings Schedule
- H. Resolution #22-01-004: Appointment of Member to Friends of Stark Parks Board of Trustees
- I. Resolution: #22-01-005: Appointment of a Representative and an alternate to the Stark County Regional Planning Commission (SCRPC)
- J. Resolution: #22-01-006: Appointment of Alternate(s) to Stark County Area Transportation Study (SCATS) Policy Committee
- K. Resolution: #22-01-007: Stark Council of Governments (SCOG) Representation

2. PUBLIC COMMENT

3. APPROVAL OF MINUTES: December 7, 2021

4. FINANCIAL REPORTS: November 2021

- A. Summary Financial Report
- B. Budget
- C. Grant Status

5. PAYROLLS & BILLS: November 2021

6. OLD BUSINESS

- A. Informational: Upcoming Events
- B. Informational: Park Organizational Charts (Exhibit A)

7. NEW BUSINESS

- A. Resolution: #22-01-008: Request for Advance of Taxes
- B. Resolution: #22-01-009: Transfer of Previous Year(s) Certificates
- C. Resolution: #22-01-010: Sippo Valley Trail Bridge Replacement – Change Order #1 – Abutment Size Increase
- D. Resolution: #22-01-011: Tam O’Shanter Park Driveway and Parking Lots Design
- E. Resolution: #22-01-012: Fund 696: Certificate of Resources/Appropriation
- F. Resolution: #22-01-013: Non-Encumbered Expense: Document Concepts
- G. Resolution: #22-01-014: Ohio & Erie Canalway Coalition Memorandum of Understanding: Trail Realignment at Towpath Court
- H. Resolution: #22-01-015: www.StarkParks.com Reservation System Service Change
- I. Resolution: #22-01-016: West Branch Trail – Tavares Property Acquisition
- J. Resolution: #22-01-017: Clean Ohio Trail Fund Grant Application: Devonshire Trail Connector
- K. Resolution: #22-01-018: Recreational Trail Grant Program Application: Sippo Valley Trail Bridge #11 Replacement

8. DIRECTOR’S REPORT

- A. 2021 Project List & Budget

B. Director's Report

9. EXECUTIVE SESSION: (if necessary)

_____ to consider the appointment, employment, dismissal, discipline, promotion, demotion, and/or compensation of a public employee or official, and/or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing pursuant to division (G) (1) of this section of the Ohio Revised Code (ORC).

_____ to consider the purchase of property for public purposes, and/or for the sale of property at competitive bidding pursuant to division (G) (2) of this section of the ORC.

_____ to conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action pursuant to division (G)(3) of this section of the ORC.

_____ to prepare for, conduct, and/or review negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment pursuant to division (G)(4) of this section of the ORC.

_____ to discuss matters required to be kept confidential by federal law or rules and/or state statutes pursuant to division (G) (5) of this section of the ORC.

_____ to discuss specialized details of security arrangements pursuant to division (G) (6) of this section of the ORC.

Roll Call of Members: D. Freeland, W. Bryan, R. Dublikar, P. Quick, D. Regula

10. RECONVENE FROM EXECUTIVE SESSION

11. ADJOURNMENT

NOTE: NEXT REGULAR SCHEDULED MEETING: TBD at 2:00 PM at the Exploration Gateway at Sippo Lake Park

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

INFORMATIONAL: Appointments of Commissioners to the Stark County Park Board

- Probate Judge Dixie Park has appointed Bill Bryan for a full three-year term of office as a Commissioner of the Stark County Park District Board commencing on January 1, 2022 and expiring on December 31, 2024.

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

INFORMATIONAL: Park Board Policy Manual (PBPM): Receipt from New and Reappointed Commissioners documenting they have received and read the Board Governance Process

New and Re-appointed Commissioners are required to sign page 6 of the PBPM that deals with the Board Governance Process. We will have printed copies for signatures at the meeting.

The Park Board Policy Manual is located in the Stark Parks Resources folder with a file name of Policy Manual. Section 2.0 discusses the Board Governance Process.

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Election of Officers: Chairperson
RESOLUTION: #22-01-001

WHEREAS, it is necessary for the Stark County Park District Board of Park Commissioners to make a motion to nominate a member as Chairperson of the Stark County Park Board.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to elect _____ as Chairperson of the Stark County Park Board.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Election of Officers: Vice-Chairperson
RESOLUTION: #22-01-002

WHEREAS, it is necessary for the Stark County Park District Board of Park Commissioners to make a motion to nominate a member as Vice-Chairperson of the Stark County Park Board.

BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to elect _____ as Vice-Chairperson of the Stark County Park Board

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Adoption of Proposed 2022 and January 2023 Board Meeting Schedule
RESOLUTION: #22-01-003

WHEREAS, the following is a list of proposed meeting dates for 2022 and January 2023:

- Tuesday, February 1, 2022; 2p
- Tuesday, March 1, 2022; 2p
- Tuesday, April 5, 2022; 5:30p
- Tuesday, May 3, 2022; 2p
- Tuesday, June 7, 2022; 2p
- Tuesday, July 5 2022; 5:30p
- Tuesday, August 2, 2022; 2p
- Tuesday, September 6, 2022; 2p
- Tuesday, October 4, 2022; 5:30p
- Wednesday, November 2, 2022 (election day 11/1); 2p
- Tuesday, December 6, 2022; 2p
- Tuesday, January 3, 2023, 5:30p

NOW, THEREFORE, BE IT RESOLVED by the Stark County Park District Board of Park Commissioners to adopt the 2022 and January 2023 Board Meeting Schedule as listed above.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Appointment of Member to Friends of Stark Parks Board of Trustees
RESOLUTION: #22-01-004

WHEREAS, it is necessary to appoint a Park Board Commissioner or a designated representative to represent the Park Board on the Friends of Stark Parks Board of Trustees; and

WHEREAS, the Friends of Stark Parks meeting schedule for 2022 is as follows:

- Wednesday, January 12, 2022
Wednesday, February 9, 2022
Wednesday, March 9, 2022
Wednesday, April 13, 2022
Wednesday, May 11, 2022
Wednesday, June 8, 2022
Wednesday, July 13, 2022
Wednesday, August 10, 2022
Wednesday, September 14, 2022
Wednesday, October 12, 2022
Wednesday, November 9, 2022
Wednesday, December 14, 2022

WHEREAS, all meetings begin at 4:00 pm and are held via ZOOM Video Conference and in person at the Sippo Lake Exploration Gateway until further notice; and

WHEREAS, from time to time the Friends of Stark Parks Board of Trustees conducts an electronic vote to facilitate an action by the Friends of Stark Parks Board of Trustees and since polling the Stark County Park District Board of Park Commissioners for a consensus on such vote would, in the opinion of legal counsel, be a violation of the Sunshine Law.

NOW, THEREFORE BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to rotate the Stark County Park District Board of Park Commissioners representative to the Friends of Stark Park Board of Trustees as follows, subject to change by mutual agreement:

- Wednesday, January 12, 2022
Wednesday, February 9, 2022
Wednesday, March 9, 2022
Wednesday, April 13, 2022
Wednesday, May 11, 2022
Wednesday, June 8, 2022
Wednesday, July 13, 2022
Wednesday, August 10, 2022
Wednesday, September 14, 2022
Wednesday, October 12, 2022
Wednesday, November 9, 2022
Wednesday, December 14, 2022

BE IT FURTHER RESOLVED, to designate the Stark County Park District Board of Park Commissioners Chairperson as the voting member for all electronic votes by the Friends of Stark Parks Board of Trustees.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Appointment of a Representative and an Alternate to the Stark County Regional Planning Commission

RESOLUTION: #22-01-005

WHEREAS, the Stark County Park District Board of Park Commissioners by Resolution: #14-01-006 entered into a Resolution of Cooperation with Stark County Regional Planning Commission (SCRPC); and

WHEREAS, the Stark County Park District Board of Park Commissioners in accordance with said Resolution shall appoint a representative and an alternate.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to appoint Park Director, Robert A. Fonte, the Park District representative and Projects and Administration Manager, Sarah Buell, as alternate.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Appointment of Alternate(s) to Stark County Area Transportation Study (SCATS) Policy Committee

RESOLUTION: #22-01-006

WHEREAS, the Stark County Park District Board of Park Commissioners authorized signing a Resolution of Cooperation with the Stark County Regional Planning Commission with Resolution: #14-01-006; and

WHEREAS, the Stark County Area Transportation Study (SCATS) Policy Committee is a sub-division of the Stark County Regional Planning Commission; and

WHEREAS, the SCATS Policy Committee is comprised of county officials, mayors, a township representative and representatives from Ohio Department of Transportation (ODOT), the Stark Area Regional Transit Authority (SARTA), the Technical Advisory Committee (TAC) Chair and the Citizens' Advisory Council (CAC) Vice-Chair; and

WHEREAS, the SCATS Policy Committee is responsible for the basic non-technical policies, adopting the Transportation Plan and Transportation Improvement Program and approving the budget; and

WHEREAS, the SCATS Policy Committee revised their policy to include the Stark County Park District as a member and designated the Stark County Park District Board of Park Commissioners Chairperson as a voting representative to the SCATS Policy Committee; and

WHEREAS, The SCATS policy allows for the appointment of an alternate(s) to attend meetings and vote on behalf of the designated voting member.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to appoint Park Director, Robert A. Fonte, as first alternate to the Park Board Chairperson and to appoint Projects and Administration Manager, Sarah Buell, as second alternate to the Park Board Chairperson; and

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to sign/execute any documents necessary for the continued membership to the Stark County Area Transportation Study (SCATS) Policy Committee.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Stark Council of Governments (SCOG) Representation
RESOLUTION: #22-01-007

WHEREAS, the Stark County Park District Board of Park Commissioners authorized an agreement to join Stark Council of Governments (SCOG) with Resolution: #99-014; and

WHEREAS, as a Member of the Stark County Council of Governments (SCOG) the Board of Park Commissioners is entitled to at least one (1) representative but no more than three (3) representatives; and

WHEREAS, if the Board of Park Commissioners appoints more than one (1) representative they must advise SCOG of the respective voting authority of the representatives in accordance with the "By Law of the Stark Council of Governments" as amended.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to appoint Park Director, Robert A. Fonte, as the Park District representative having full voting authority on behalf of the Stark County Park District and Chief, Justin Laps, as a second representative of the Park District having full voting authority in the Park Director's absence.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: OLD BUSINESS

SUBJECT: Informational: Upcoming Events

EVENT	DATE	TIME	LOCATION	BOARD MEMBER
Zoom – Winter Warriors: Songbirds	January 6, 2022	6p	ZOOM	
Fry After Dark	January 7, 2022	5p	Fry Family Park – Shelter Parking Lot	
Friends of Stark Parks Meeting	January 12, 2022	4p	ZOOM & Exploration Gateway at Sippo Lake Park	TBD
Towpath Trek #5	January 15, 2022	9a	John Glenn Grove Trailhead	
Backpacking Skills – How to Pack a Backpack	January 17, 2022	4p	Quail Hollow Park – Gazebo	
Full Moon Hike (Wolf Moon)	January 17, 2022	6:30p	Tam O’Shanter Park	
Winter Photography 101	January 18, 2022	6p	Sippo Lake Park Exploration Gateway – Science Lab	
Date Night: Trivia	January 21, 2022	6p	Tam O’Shanter Park	
Fit Friday – Hoover trail	January 28, 2022	9a	E. Maple Street Ball Fields Trailhead – Hoover Trail	
Park Board Meeting	TBD February 2022	4p	Exploration Gateway at Sippo Lake Park	

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: OLD BUSINESS

SUBJECT: Informational: Park Organizational Charts

Please see attached (Exhibit A) for the updated Park Organizational Charts as requested yearly by the Stark County Park District Board of Park Commissioners.

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Request for Advance of Taxes
RESOLUTION: #22-01-008

WHEREAS, in order for the Park District to obtain tax revenues early in the year, an executed "Request for Advance of Taxes Collected" is required; and

WHEREAS, it is advantageous to the Park District to submit said requests weekly until all funds have been distributed.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the submission of a "Request for Advance of Taxes Collected" by the Park Director, Robert A. Fonte, and/or Financial Manager, Barbara G. Wells, as needed until all funds collected have been distributed.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

- Voting Aye:
- Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Transfer of Previous Year(s) Certificates
RESOLUTION: #22-01-009

WHEREAS, any funds remaining on a certificate (encumbrance) that are closed following the certification year(s), are now automatically added back into the unencumbered balance in the same master account by the Auditor; and

WHEREAS, it is the recommendation of the Park Director to transfer these remaining unencumbered master account balances to the master account of *Project Fund Unallocated* until such time as the Board decides to appropriate these funds to specific projects in the year 2022.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to transfer funds to the master account Project Fund Unallocated (072.28.0000.65000) as these funds become available throughout the year 2022.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Sippo Valley Trail Bridge Replacement – Change Order #1 – Abutment Size Increase
RESOLUTION: #22-01-010

WHEREAS, the Stark County Park District Board of Park Commissioners approved the replacement of the Sippo Valley Bridge #4 as part of the 2021 Project List & Budget with Resolution #21-02-015; and

WHEREAS, the Park District entered into a contact with J.D. Williamson Construction Co. Inc., (the “Contractor”), after a competitive bid process declared them the low bidder in the amount of Two Hundred Thirty Five Thousand Dollars (\$235,000.00); and

WHEREAS, upon preparing the site for construction, the Contractor discovered the ground surrounding the abutments was less stable than desired; and

WHEREAS, a solution was engineered requiring additional length and depth of the concrete abutments; and

WHEREAS, the Contractor has presented Stark County Park District with change order #1 in an amount not to exceed Thirty Four Thousand Nine Hundred and Fifty Dollars (\$34,950.00) for the increase in size to both bridge abutments.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the transfer of funds in an amount not to exceed Thirty Four Thousand Nine Hundred Fifty Dollars (\$34,950.00) from the Project Fund Unallocated (072.28.0000.65000) to the appropriate account/s.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director, Robert A. Fonte to execute the change order and any additional documents required as approved for legal form and sufficiency by Attorney William Morris to complete the Sippo Valley Bridge #4 replacement project.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Tam O'Shanter Park Driveway and Parking Lots Design
RESOLUTION: #22-01-011

WHEREAS, the Stark County Park District Board of Park Commissioners approved the development of a Master Landscape Plan for Tam O'Shanter Park with Resolution #19-09-065; and

WHEREAS, the Master Landscape Plan includes the adjustment of the existing drives and parking lots; and

WHEREAS, after a competitive Request for Qualifications process was conducted, a fee with Environmental Design Group was negotiated in an amount not to exceed Seventy Three Thousand Three Hundred Dollars (\$73,300.00).

WHEREAS, the costs of the design work is funded through a Clean Ohio Grant administered by the Natural Resources Assistance Council (NRAC); and

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the certification and appropriation from Natural Resources Assistance Council (NRAC) in an amount not to exceed Seventy Three Thousand Three Hundred Dollars (\$73,300.00).

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the transfer of funds in an amount not to exceed Seventy Three Thousand Three Hundred Dollars (\$73,300.00) for the Tam O'Shanter Driveway and Parking Lots design from the Project Fund-Unallocated (072.28.0000.65000) to the appropriate accounts.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director, Robert A. Fonte to execute the documents required as approved for legal form and sufficiency by Attorney William Morris to complete the Driveway and Parking Lots design.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Fund 696: Certificate of Resources/Appropriation
RESOLUTION: #22-01-012

WHEREAS, grants have been awarded from Federal Emergency Management Agency (FEMA) and Ohio Emergency Management Agency (OEMA) in a total amount of Two Million Eight Hundred Sixty Six Thousand Five Hundred Forty Dollars (\$2,866,540.00):

- Pre-Disaster Mitigation Fund (PDM) in the amount of Nine Hundred Seventy Six Thousand Six Hundred Sixty Five Dollars (\$976,665.00)
• Hazard Mitigation Grant Program (HMGP) FEMA-DR-4360.20-R-OH in the amount of One Million Eight Hundred Eighty Nine Thousand Eight Hundred Seventy Five Dollars (\$1,889,875.00); and

WHEREAS, the remaining PDM budget for 2022 is Five Hundred Five Thousand Four Hundred Forty Seven Dollars and Thirty Nine Cents (\$505,447.39); and

WHEREAS, the HMGP budget for 2022 is One Million Eight Hundred Seventy Nine Thousand Eight Hundred Seventy Five Dollars (\$1,879,875.00); and

WHEREAS, it is necessary to amend, certify and appropriate the Fund 696 in the 2022 Budget in an amount not to exceed Two Million Three Hundred Eighty Five Thousand Three Hundred Twenty Two Dollars and Thirty Nine Cents (\$2,385,322.39) for the completion of the PDM and HMGP Grant Programs.

NOW THEREFORE BE IT RESOLVED, to authorize the amendment, certification and appropriation of funds for Fund 696 (Hazard Mitigation Grant Program) from the Project Fund Account 696.28.0000.65000 for the completion of the Pre-Disaster Mitigation Fund and Hazard Mitigation Grant Program.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director, Robert A. Fonte to execute the documents required as approved for legal form and sufficiency by Attorney William Morris to complete the grant projects.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Non-Encumbered Expense: Document Concepts
RESOLUTION: #22-01-013

WHEREAS, the Stark County Park District authorized production of signage for a Trail Tale Story at Sippo Lake in June of 2020; and

WHEREAS, the Stark County Park District never received an invoice for the Trail Tale Story Yard Signs from Document Concepts; and

WHEREAS, the Stark County Park District recently received an invoice from Document Concepts in the amount of Two Hundred Fourteen Dollars and Eighty Five Cents (\$214.85) dated June 2020 for the Trail Tale Story Yard Signs.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize a payment of a non-encumbered expense in the amount of not to exceed Two Hundred Fourteen Dollars and Eighty Five Cents (\$214.85) from account (072.28.1157.67118) to Document Concepts for Yard Signs.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Ohio & Erie Canalway Coalition Memorandum of Understanding: Trail Realignment at Towpath Court
RESOLUTION: #22-01-014

WHEREAS, the Stark County Park District desires to relocate a portion of the Ohio & Erie Canal Towpath Trail on the south side of the Towpath Court Trailhead in Massillon to improve the line of sight and trail grade; and

WHEREAS, the relocation project is eligible for funding from the Ohio & Erie Canalway Coalition, who seeks to assist units of government, regional planning organizations, nonprofit organizations and others in the coordination and support of the Ohio & Erie Canalway National Heritage Area, Towpath Trail and connector trails; and

WHEREAS, Stark County Park District requested and has been approved for Five Thousand Dollars (\$5,000.00) from the Ohio & Erie Canalway Coalition for the project.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to accept the funds and execute any necessary documents required as approved for legal form and sufficiency by Attorney William Morris to complete the Ohio & Erie Canal Towpath Trail Relocation south of the Towpath Court Trailhead in Massillon.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the amendment, certification, appropriation and transfer/s of an amount not to exceed Five Thousand Dollars (\$5,000.00) from the Project Fund Unallocated (072.28.0000.65000) to the appropriate accounts.

_____ MOVED to adopt this resolution, which was SECONDED by _____.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: www.StarkParks.com Reservation System Service Change

RESOLUTION: #22-01-015

WHEREAS, the Stark County Park District's website, www.starkparks.com, is in need of upgrades so that the site is searchable from various search engines; and

WHEREAS, the website directs the visitor to the reservation system which services the public by offering online reservation options for park rentals and programs; and

WHEREAS, the Park District desires to contract with a new service for the reservation system that will provide more responsive service and to make the transition to that new service with minimal disruption to the users; and

WHEREAS, the contract and migration to the new service for the reservation system is estimated in an amount not to exceed Fifteen Thousand Dollars (\$15,000.00).

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize a transfer of funds in an amount of not to exceed Fifteen Thousand Dollars (\$15,000.00) for the new reservation system contract and migration to the new service from the Project Fund-Unallocated (072.28.0000.65000) to the appropriate account/s.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director, Robert A. Fonte to execute the documents required as approved for legal form and sufficiency by Attorney William Morris to complete the Reservation System Service Change.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: West Branch Trail – Tavares Property Acquisition
RESOLUTION: #22-01-016

WHEREAS, the Stark County Park District (Park District) has interests in acquiring the property being Stark County Auditor’s Parcel Nos. 1302634 and 10002561 – containing a 16.18 and a 1.31-acre tract (the “Property”); and

WHEREAS, the Property became available and a purchase agreement was negotiated in the amount of Forty Thousand Dollars (\$40,000.00); and

WHEREAS, the Park District submitted a Clean Ohio Trail Grant for the acquisition of the Property at a reimbursable rate of Seventy Five Percent (75%) in an amount not to exceed Thirty Thousand Dollars (\$30,000.00); and

WHEREAS, the grant has been approved by Natural Resources Assistance Council (NRAC) Board and is pending the release of the grant agreement from the Ohio Public Works Commission.

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the certification and appropriation from Natural Resources Assistance Council (NRAC) in an amount not to exceed Thirty Thousand Dollars (\$30,000.00).

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the transfer of funds in an amount not to exceed Forty Thousand Dollars (\$40,000.00) for the West Branch Trail – Tavares Property Acquisition from the Project Fund-Unallocated (072.28.0000.65000) to the appropriate account/s.

BE IT FURTHER RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director, Robert A. Fonte to execute the documents required for the grant and acquisition as approved for legal form and sufficiency by Attorney William Morris to complete the project.

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS
SUBJECT: Clean Ohio Trail Fund Grant Application: Devonshire Trail Connector
RESOLUTION: #22-01-017

WHEREAS, the Devonshire Trail is a trail identified on the Stark County Trail and Greenway Master Plan; and

WHEREAS, Stark County Park District desires financial assistance under the Clean Ohio Trail Fund (COTF) Grant Program to fund the trail connection through Devonshire Park; and

WHEREAS, the reimbursement rate for the COTF grant is Seventy-Five Percent (75%) of the project, requiring matching funds of a minimum of Twenty-Five Percent (25%); and

WHEREAS, the total grant funding request including match is equal to Six Hundred Sixty Six Thousand Six Hundred and Sixty Seven Dollars (\$666,667.00); and

WHEREAS, the Park District is seeking Five Hundred Thousand Dollars (\$500,000.00) in COTF grant funds from the Ohio Department of Natural Resources; and

WHEREAS, the grant requires a Twenty Five Percent (25%) match requirement in the amount of One Hundred Sixty-Six Thousand Six Hundred Sixty-Six Dollars (\$166,667.00).

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to submit an application for a grant to the Clean Ohio Trail Fund (COTF) Grant Program for the Devonshire Trail Connector for the funding request of Five Hundred Thousand Dollars (\$500,000.00) with a match of One Hundred Sixty-Six Thousand Six Hundred Sixty-Six Dollars (\$166,667.00).

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

STARK COUNTY PARK DISTRICT

Summary and Recommendations of Agenda Items

CATEGORY: NEW BUSINESS

SUBJECT: Recreational Trail Grant Program Application: Sippo Valley Trail Bridge #11 Replacement

RESOLUTION: #22-01-018

WHEREAS, the Stark County Park District (SCPD) desires financial assistance under the Recreational Trails Program (RTP), an assistance program of the U.S. Department of Transportation’s Federal Highway Administration (FHWA) to replace a bridge along the Sippo Valley Trail; and

WHEREAS, the reimbursement rate for the RTP grant is Eighty Percent (80%) requiring matching funds of a minimum of Twenty Percent (20%); and

WHEREAS, the Sippo Valley Trail bridge, known as Bridge Number Eleven (#11), has been identified as being in serious condition according to the 2020 Stark Parks Bridge Inspection Report performed by Hammontree & Associates LTD; and

WHEREAS, the total project request including match is equal to One Hundred Twenty Five Thousand Dollars (\$125,000.00) for the design cost and construction of the Sippo Valley Trail Bridge Number Eleven (#11); and

WHEREAS, SCPD is requesting funding in the amount of One Hundred Thousand Dollars (\$100,000.00); and

WHEREAS, the match is equal to Twenty Five Thousand Dollars (\$25,000.00).

NOW, THEREFORE, BE IT RESOLVED, by the Stark County Park District Board of Park Commissioners to authorize the Park Director to submit a grant application to the Recreational Trail Program (RTP) for the Sippo Valley Trail Bridge #11 Replacement for the funding request of One Hundred Thousand Dollars (\$100,000.00) with a match of Twenty-Five Thousand Dollars (\$25,000.00) for a total project cost of One Hundred Twenty Five Thousand Dollars (\$125,000.00).

DISCUSSION:

MOTION CARRIED on a roll call vote as follows:

Voting Aye:

Voting Nay:

Stark County Park District
DIRECTOR'S REPORT
December 1 – 31, 2021

12/01/2021	– Conducted One-on-One Meeting with Financial Manager in Person at Sippo Lake Park Administration Office
12/02/2021	– Conducted One-on-One Meeting with Projects & Administration Manager in Person at Sippo Lake Park Administration Office
	– Conducted Canton Regional Society of Professional Engineers Meeting via Zoom
12/03/2021	– Vacation Day
12/06/2021	– Vacation Day
12/07/2021	– Attended Park Board of Commissioners Meeting in Person at Sippo Lake Park Exploration Gateway
	– Attended Stark County Regional Planning Commission Meeting in Person at Regional Planning Commission
12/08/2021	– Conducted Meeting with Construction Supervisor in Person at Sippo Lake Park Exploration Gateway
	– Conducted Managers/Supervisors Meeting in Person at Sippo Lake Park Exploration Gateway
	– Attended Meeting with Staff Regarding Review of Request for Qualifications for Tam O'Shanter Driveway and Parking Improvement in Person at Sippo Lake Park Exploration Gateway
	– Attended Friends of Stark Parks Board Meeting in Person at Sippo Lake Park Exploration Gateway
12/09/2021	– Attended Meeting with Grant Writer Regarding Upcoming Grant Application for Ohio and Erie Canal Association (OECA) via Zoom
	– Attended Friends of Stark Parks 2022 Budget Meeting in Person at Sippo Lake Park Exploration Gateway
12/10/2021	– Attended Meeting with Grant Writer and Projects Administration Regarding Upcoming Grant Applications for Clean Ohio Trail Fund via Zoom
	– Reviewed 2022 Project Budget Requests with Executive Assistant in Person at Sippo Lake Park Administration Office
	– Attended Meeting with Education Department Staff Regarding Mobile Education Vehicle via Zoom
	– Attended Deck the Hollow Event at Quail Hollow Park
12/14/2021	– Attended Professional Ethics and Relevant Rules for Engineers Webinar
	– Attended Rails to Trails Webinar
12/15/2021	– Conducted One-on-One Meeting with Projects & Administration Manager in Person at Sippo Lake Park Administration Office
	– Conducted Education Staff Meeting in Person at Sippo Lake Park Exploration Gateway
	– Attended Farewell Gathering for Human Resource Manager in Person at Sippo Lake Park Exploration Gateway
12/16/2021	– Attended Stark County Community Health Needs Assessment (CHNA) Advisory Meeting via Zoom

	<ul style="list-style-type: none"> - Attended Holiday Luncheon with Administration Department Staff in Person at the Clubhouse at Sippo Lake Park
	<ul style="list-style-type: none"> - Attended Tam O'Shanter Clubhouse Design Concepts Meeting with SoL Harris Day Consultants and Staff
12/17/2021	<ul style="list-style-type: none"> - Attended On-site Meeting at Devonshire Park
	<ul style="list-style-type: none"> - Conducted One-on-One Meeting with Human Resources Manager via Zoom
12/20/2021	<ul style="list-style-type: none"> - Attended Deck the Hollow Drive-Through Thank You Event for Staff in Person at Tam O'Shanter Park
12/21/2021	<ul style="list-style-type: none"> - Attended Project Update Meeting via Zoom
12/22-23/2021	<ul style="list-style-type: none"> - Vacation Days
12/24/2021	<ul style="list-style-type: none"> - Christmas Holiday Observed – Offices Closed
12/27/2021	<ul style="list-style-type: none"> - Training
12/28-30/2021	<ul style="list-style-type: none"> - Vacation Days
12/31/2021	<ul style="list-style-type: none"> - Christmas Holiday Observed – Offices Closed