

**CITY OF GAHANNA  
PARKS & RECREATION BOARD  
MINUTES – February 5, 2014**

**CALL TO ORDER**

Vinnie Tremante, Chair called the meeting of the Parks & Recreation Board to order on Wednesday, February 5, 2014, 7:20pm, at the Gahanna City Hall.

**ROLL CALL**

**Present:** Cynthia Franzmann  
Luke Messinger  
Eric Miller  
Andy Piccolantonio  
Jan Ross  
Jill Schuler  
Vincent Tremante

In attendance from the City Administration was Tony Collins, Director, Department of Parks & Recreation.

**ADDITIONS TO THE AGENDA**

None

**HEARING OF VISITORS**

None

**APPROVAL OF MINUTES:**

Miller made a **MOTION** to approve the January 8, 2014 Organizational meeting minutes; seconded by Schuler. **On roll call vote:** Franzmann, yes, Messinger, yes, Miller, yes, Piccolantonio, yes, Ross, yes, Schuler, yes, and Tremante, yes. **Motion carried 7-0.**

Miller made a **MOTION** to approve the January 8, 2014 Regular meeting minutes; seconded by Schuler. **On roll call vote:** Messinger, yes, Miller, yes, Piccolantonio, yes, Ross, yes, Schuler, yes, Tremante, yes, and Franzmann, yes. **Motion carried 7-0.**

**OLD BUSINESS**

None

**NEW BUSINESS**

**Fee Policy**

Collins stated staff is submitting the following changes to the Department's Fee Policy.

I. PHILOSOPHY

The guiding principle of the City of Gahanna's Department of Parks & Recreation's philosophy in regard to fees and charges is to efficiently offer the most diversified recreational services possible, ensuring that all Gahanna citizens have equal opportunity to participate in a wide variety of programs and services. This principle is accomplished through two primary sources: tax dollars and fees. Tax dollars provide basic operational costs for **CORE** Parks and Recreation services. Fees offset **RECREATION** operating costs ~~and continue to be an~~ **ARE THE important PRIMARY** source of income to assist in narrowing the gap between the levels of tax subsidy and revenue.

II. FEES AND CHARGES REVENUE CLASSIFICATIONS

*Non-resident:* A **ANY** individual or organization whose place of residence or business is outside of the Gahanna city limits.

III. REVENUE SOURCES

- A. Admissions/Drop-Ins: This classification is described as charges to enter a facility on a per-visit basis. Entry and exits are normally controlled and attendance is regulated. Examples include adult open gym basketball and volleyball, golf rounds, senior fitness classes, etc. ~~In the future, this could include open swimming time, open gym passes, and fitness passes.~~
- B. Seasonal/Yearly Passes: This classification is described as membership/passes purchased by frequent users to gain admittance to facilities or programs on a seasonal or yearly discounted basis. Examples of this would be pool, **SENIOR PROGRAM** and golf course memberships. In the future, this could include open gym passes, and fitness passes.
- F. Sponsorship/Advertising/VENDOR: This classification represents revenue taken in to sponsor a particular program or to advertise in a Department publication. Examples of this could be sponsoring a booth at the Creepside Festival or advertising in the program brochure.
- I. Clean Up **AND SERVICE** Fees: Fees charged to facility renters who do not comply with the regulations for cleaning the facility.
- ~~J. Memberships: Fees charged to participants of a particular facility, i.e. the Senior Center, which provide adequate revenue to cover costs for a member publication and certain activities.~~
- K. J. Grantsmanship: This is revenue recovered for securing a grant or outside funding for facilities or programs. This includes federal, state, and local grants, as well as funding from various private sector organizations. Examples are the local and national foundations and state and federal local programs.
- L. K. Contracted facility for program use: fees charged to sports **AND PROGRAM** organizations in order to provide use/access of facilities/fields to conduct organizations' programs. **NEW PARTNERSHIPS WILL BE** Organizations will be charged **THE** total of department cost, ~~or minimum 15% of program fee~~ **OR A PERCENTAGE THEREOF, OR A MINIMUM OF 15% OF PROGRAM FEES, whichever is greater.**

IV. ~~NON-RESIDENT FAIR SHARE~~ POLICY

A. The Gahanna resident, and those who work full-time within the City limits, make a significant contribution to the financing and operation of the Gahanna Department of Parks & Recreation. The City property tax and income tax are paid whether or not the individual participates in or uses the facilities of the Department. The Fair Share concept is intended to apportion to non-residents an equalized fee so that they can contribute to the overall financing of the Department of Parks & Recreation on an equitable basis with the resident. It is hoped that this policy will give not only equitable treatment, but also a better understanding of fees and overall financing to both residents and non-residents. Additionally, a higher non-resident rate is to be expected when a larger tax subsidy of program/area is provided. **ADDITIONALLY, A HIGHER NON-RESIDENT RATE IS TO BE EXPECTED WHEN A LARGER TAX SUBSIDY OF PROGRAM/AREA IS PROVIDED.**

B. Non-resident fee:

GDPR-Sports Leagues:	\$20 per non-resident per season per sport on roster/ <del>\$100 maximum per team.</del>
Recreation Program Fee:	<del>\$1-\$4 - \$0 - \$5</del> programs costing less than \$40 <b>\$15</b> <del>\$5 - programs costing less than \$20</del> <del>\$6 - \$10 - programs costing \$21 - \$75</del>

	<del>\$15 programs costing \$76-\$99</del>
	<del>\$20 programs costing \$100 or more</del>
	<b>10%-120% - PROGRAMS COSTING OVER \$15</b>
Senior Memberships:	<b>AT LEAST</b> 50% higher than resident rates
Golf Memberships:	\$50 more per person <b>THAN RESIDENT RATES</b>
Park Shelter <b>AND FACILITY</b> Rentals	<b>110%-200% OVER RESIDENT RATES BASED ON PEAK/NON-PEAK USAGE TRENDS AND MARKET COMPARISON TO MAXIMIZE INCOME</b>
Golf course club house:	200% higher than resident rates
Ohio Herb Education	
Center parlor rentals:	150% of the resident rates

V. DEPARTMENT REFUND POLICY

- A. All refunds will be processed either through the city's Finance Department ~~where~~ **WHEN** a check is issued or through the Department of Parks & Recreation when a credit card is processed. There will be no cash refunds **FOR PROGRAM REGISTRATIONS**. No **REGISTRATION** refunds will be made except:

TABLE 1

Current Parks & Recreation Services	Level of Subsidy
Non-Department Special Events	0%-- <b>20%</b>
Facility Reservations - Non-profit Organizations (Non-profit rates not available during peak hours)	<del>25%</del> <b>0%</b>

Schuler made a **MOTION** to recommend the Fee Policy to Council; seconded by Messinger. **On roll call vote:** Ross, yes, Schuler, yes, Tremante, yes, Franzmann, yes, Messinger, yes, Miller, yes, and Piccolantonio, yes. **Motion carried 7 – 0.**

**Parkland Needs and Technical Assessment**

Collins presented a Parkland Needs and Technical Assessment for PP 1-2014/ 4185 N. Stygler Road. Collins stated that staff agrees to accept Fees in-lieu of land dedication for PP1-2014/ 4185 N. Stygler Road.

Messinger made a **MOTION** to accept Fees in-lieu of land dedication for PP1-2014/4185 N. Stygler Road; seconded by Miller. **On roll call vote:** Ross, yes, Schuler, yes, Tremante, yes, Franzmann, yes, Messinger, yes, Miller, and Piccolantonio, yes. **Motion carried 7 – 0.**

**AT&T Cell Tower Request**

Collins stated that AT&T has presented a proposal to install a cell tower at Academy Park. The proposal is for the parking lot area in order to maintain their service area. Collins also shared a proposal from Verizon Wireless. Both proposals are at a lower rate than proposals in 2007.

The Board discussed:

- Allowing a cell tower in a park
- Allowing tower to be placed where requested within the park
  - Visual issues
  - Sound issues

Tremante stated the request is not a proposal for another location within the park. The advantage of moving it to another location within the park is to deal with visual and sound issues. It will still be twice the height of the trees.

The Board would like Collins to discuss further with the company on other placement options and payment contract.

### **Donation Request**

GMSW is purchasing two individual pool memberships and are requesting one individual pool membership. Lincoln Elem. School is requesting one family pool membership.

The Board would like Collins to find out how the schools are distributing the memberships; donating to a child or raffle items. The Board will donate individual daily admission for raffle items.

### **CORRESPONDENCE**

None

### **DIRECTORS REPORT**

Nothing at this time

### **COMMITTEE REPORTS**

#### **Aquatics Advisory Committee**

Nothing at this time

#### **Bicycle & Trails Advisory Committee**

Piccolantonio shared the next meeting is February 24, 2014.

#### **Natural Resources Advisory Committee**

Nothing at this time

### **MEMBERS COMMENTS**

#### **Gahanna Parks & Recreation Foundation**

Miller and Ross attended the 2014 Jack Gallon Board Development Institute at the OPRA Conference.

#### **Veteran's Memorial Committee**

Nothing at this time

### **School Board Report**

Schuler stated the School Board is starting work sessions to discuss all day kindergarten. Two members of City Council and two School Board members will begin meeting to discussing cross over and sharing.

### **ADJOURNMENT:**

There being no further business to come before the Parks & Recreation Board at this time, Schuler made a **MOTION** to adjourn. The Parks & Recreation Board meeting adjourned at 9:25 pm.

Respectfully submitted,

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Pam Ripley, Administrative Assistant

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2014

\_\_\_\_\_  
Vinnie Tremante, Chair