

Parks & Rec - Minutes
Village of Bluffton
Town Hall
February 18th, 2025

Present: Council - Ben Stahl, Mitch Kingsley, Rich Johnson
Admin - Bryan Lloyd
Public - Bluffton Dog Park Association (BDPA) reps and residents

Start: 6:00 End: 7:10
Topics: Bluffton Community Dog Park

Minutes:

- The committee and BDPA representatives reviewed the final project description and location:
 - 120' x 100' for small dogs and 240' x 100' for large dogs on Lake St, starting as close as possible to the drives to John's Body Shop on the east and extending 360 feet to the west.
 - Asphalt parallel parking near the double-door entrance between the large and small dog sections, with a concrete sidewalk and walkway to inside the gates.
 - A 4' black, rubber-coated metal fencing around the perimeter, between the two sections, and the entrance gates. Stone at the base of the fence for easier maintenance.
 - Sign designs for welcome, donor recognition, and rules/reminders.
- The estimated cost for the full project is \$45,556. There is currently \$45,358 in the BDPA fund, with several thousand dollars more in pledges expected to arrive soon. Due to the outstanding pledges and the understanding that the estimate is intentionally high, village administration is comfortable proceeding with the project.
- We also reviewed the agreement between the Village of Bluffton (VoB) and the BDPA detailing responsibilities of each organization during construction and during on-going operations.
- The BDPA would like to have a ceremonial ground-breaking mid-March and estimate construction to complete this spring, depending on contractor availability.

The Parks & Recreation committee recommends that council grant final approval for the construction of the community dog park.

Ben Stahl

Mitchell Kingsley

Terms of agreement: Bluffton Dog Park Association and The Village of Bluffton, Ohio

Introduction:

The Bluffton Dog Park Association (BDPA) and the Village of Bluffton (VOB) have partnered to install a dog park. The park will be located on village property along Lake St. The park is a public access space and is open for all to use. Following the construction of the park BDPA will dedicate the improvements to VOB

Purpose:

To define the relationship between the VOB and the BDPA. The BDPA is a group of Bluffton community residents who will be overseeing the proper functioning of the dog park. Topics covered in this agreement: dog park fundraising & installation, liability, maintenance, and BDPA membership.

Dog Park fundraising & installation:

To install a dog park, there are several prerequisites.

- Fundraising: Donations made directly to the Village of Bluffton with Bluffton Dog Park identified in the Memo line will be eligible for tax deduction. Other donations can be made directly to the BDPA. Funds adequate to perform the installation must be deposited with VOB before project construction can begin at the dog park.
- Fence installation: Total costs to be funded by the BDPA with VOB to coordinate and manage installation.
- Concrete entrance and sidewalk: Total cost including materials, to be funded by the BDPA with VOB to coordinate and manage installation. VOB to perform site preparation and stone installation.
- Parking Lot Installation: Total costs including materials, to be funded by the BDPA with VOB to coordinate and manage installation. VOB to perform site preparation and stone installation.
- Dog Waste Station/Bag Dispensers: BDPA to provide approved commercial grade waste station at dog park and several waste bag dispensers at approved locations throughout the village. VOB to install.
- Water Hydrant Installation: BDPA to fund the materials, the fountains to be purchased with grant funding and VOB to handle the installation and connection to water main.
- Future Growth/Repair of Dog Park: Any future growth or repairs made to the Bluffton Dog Park must be approved by the BDPA and VOB. The Village Administrator and Parks & Recreation Committee will be initial points of contact.

Liability:

The dog park will be a use at your own risk facility where dog owners will be responsible for the behavior of their pets.

VOB accepts zero liability for the actions of the owners, walkers, handlers, and their dogs.

Maintenance/Rules:

- ✓ String trimming, mowing and the spraying of weeds will be handled by VOB employees. VOB employees will also be responsible for emptying any trash cans added to handle waste made by those using the dog park.

- ✓ BDPA will be responsible for the general clean-up of the dog park and parking lot area. This includes the removal of dog excrement, dog toys, and loose trash.
- ✓ If at any point dog excrement becomes a problem the mayor will have the rights to close the dog park for an indefinite period.
- ✓ Rules shall be posted at the dog park and maintained in good repair by the BDPA.
- ✓ Public education on proper use of the dog park to ensure compliance with posted rules will be the responsibility of the BDPA.

Bluffton Dog Park Membership:

BDPA is a membership organization which must maintain basic by-laws governing its operations. To be eligible to be a BDPA member one must live within 15 miles of Bluffton, Ohio. Current members of the BDPA will vote to approve new members into the group. BDPA members must be willing to contribute their time, ideas, and work toward improving and maintaining the dog park. A member of the BDPA can be removed by a majority vote of active members. All members within the group hold the same status and must take action according to normal organizational procedures (Roberts Rules of Order, etc. Should a member quit participating for any reason, the BDPA can remove them from the group by having them sign a resignation letter or by member vote. Should BDPA membership drop to one or less active participants, the VOB can appoint new members to take on park responsibilities.

BDPA Representative

Printed Name	Signed Name	Date (mm/dd/yyyy)
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Village Representative

Printed Name	Signed Name	Title	Date (mm/dd/yyyy)
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