

REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS

ANDERSON PARK DISTRICT

December 6, 2007

Dale Bartholomew, President, called the regular meeting of the Board of Park Commissioners of the Anderson Park District to order at 6:37 pm at the Anderson Park District, Julifs Park Office, 8249 Clough Pike. Present were Board Members: Duffy Beischel, Gail Wright (later in the meeting) and Nadine Gelter. Also present were: Ken Kushner, Interim Executive Director; Emily Armstrong, Asst. Executive Director; Bailey Martella, Business Director; Mike Smith, Interim Operations Director.

GUESTS: Andy Worth, Anderson Township resident.

AGENDA: Mr. Beischel moved for the Board to approve the agenda. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mrs. Gelter. (3); No: None. The motion carried unanimously.

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD: Mr. Andy Worth asked the Board the status of the Broadwell Woods reforestation. Mr. Bartholomew indicated to Mr. Worth that a letter from the Anderson Park District regarding the matter had been sent to Mr. Evans. Further, a follow-up letter was also sent which included a document from the Hamilton County Park District which listed in detail the amount, type and size of trees and shrubs to be planted to restore the area. Mr. Kushner stated he has sent a second request letter to Mr. Evans, as well as personally discussed the matter with him. Mr. Evans has hydro-seeded the area. The Board discussed the feasibility of expecting the reforestation to be completed soon as we are now in the winter months which are not conducive to planting of trees and shrubs.

Mr. Worth stated that Mr. Evans is his cousin. Mr. Bartholomew asked Mr. Worth if he would be of assistance in persuading Mr. Evans to complete the reforestation project as soon as possible. Mr. Worth stated he was not in a position to persuade Mr. Evans to do anything. Mr. Worth asked what the Board's next step would be and Mr. Bartholomew replied the Board had not yet decided further action should Mr. Evans not comply as requested. Mr. Bartholomew assured Mr. Worth the issue is of great concern to the Board and the Hamilton County Park District and would continue discussions with Mr. Evans to be sure the reforestation would be completed as soon as feasible.

OLD BUSINESS

Riverside Park Riverbank Project: Mr. Kushner reported that the maintenance building at Riverside Park had been removed as required by the National Park Service. He further explained that this is a part of the NPS 7 review for the Army Corp of Engineers. The Army Corp is required to ask for a 7a approval for the NPS before granting a Nationwide Permit because the Little Miami River is designated a national Scenic River. He also noted that some of the coir

matting, for erosion control, has been installed. Once this is complete and weather allows the riparian corridor will be reforested and seeded to meet requirements.

Johnson Park Cell Tower: Mr. Kushner reported the Arcadia Communications contract has been sent to Tom Luebbers, Park District Counsel, for review. He stated he would keep the Board updated, as new information is known.

New Accounting Package: Mrs. Martella reported that the person from the State Auditor's local office, Dave Thompson, had made 2 appointments to review our system and discuss other options, however he has had to cancel both because of emergencies. She stated she would meet with him as soon as possible and keep the Board updated by email on the progress. The Board asked Mrs. Martella to ask Mr. Thompson to attend our January meeting and to find out if a new system can be implemented mid-year.

Reds Community Fund: Mr. Kushner reported that he had talked to Matt Crawford from the Reds Community Fund/Marty Brennamen Field and the initial drawings should be ready by December 17, 2007. Once we have the drawings we can apply for the necessary permits.

Executive Director Search: Mr. Bartholomew stated that the Board would discuss the Executive Director Search in Executive Session and asked Mrs. Martella to post the interview session for December 14, 2007, 1:00 pm at the RecPlex.

Levy Discussion: Mrs. Martella reported that she spoke to Robin Sinclair, at the County Auditor's Office, and was told that we should have a letter shortly with the estimate of what a 1.95 mil and 2.0 mil levy would realize the district. Mr. Kushner advised the Board that the word Replacement could now be used on the ballot language only if the district remains with the same 1.9 millage. The Board asked Mr. Kushner to contact Dr. John Patzwald, Forest Hills School District Superintendent, to confirm if they school district is placing an issue on the November 2008 ballot.

JASON WILLIAM HUNT FOUNDATION: Mr. Kushner reported that after careful evaluation and consideration the staff is recommending that the partnership between the Jason William Hunt Foundation and the Anderson Park District be dissolved. The reasoning behind the recommendation is the fact that the JWH Foundation is organized to run regionally while the park district is in existence to serve the residents of Anderson Township. Mr. Kushner also recommended that the district continue the Leadership Training for the Forest Hills School District 6th graders. Mr. Kushner stated that Mr. Hunt has been sent a financial accounting of the funds held by the Anderson Foundation for Parks and Recreation. He indicated that he and Mrs. Martella would meet with Mr. Hunt if there were further issues to settle before dissolving the current relationship. If Mr. Hunt agrees with the financial report the Anderson Foundation would write a check to the JWH Foundation for \$160.80 to settle the account.

JOHNSON PARK FENCING: Mr. Kushner advised the Board that the fencing was completed at Johnson Park. He stated that the area was enlarged to protect more of the neighbor's property. This change made it necessary to purchase additional fencing in the amount of \$397 and noted

that the shipping of \$400 had been omitted from the purchase order. The consensus of the Board was that the additional fencing was an excellent idea and the above cost would be approved with the approval of financial reports and authorization of expenditures.

RESOLUTION 2007-09 - AUDITOR'S ANNUAL TAX ADVANCE REQUEST: Mr. Beischel moved to approve **Resolution 2007-09 Requesting an Advance Payment** of taxes to be drawn on the undivided real estate tax fund. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Mrs. Gelter, Ms. Wright. (4); No: None. The motion carried unanimously.

FUNDRAISING AND GRANTS ACTIVITY: Mr. Beischel expressed concern that the list of researched and submitted grants does not change on a regular basis. He indicated that he would like to see an ongoing list of possibilities to be sure staff is spending their time efficiently. Mr. Kushner stated that the grant process is very time consuming starting with research and identifying the appropriate grant, submitting the qualifying application and, if accepted, writing and submitting the actual grant application. Mr. Beischel suggested that the search be broadened to include grants that may be available for programming and events. Mrs. Gelter asked if the Grant List could be modified to remove those names of team members no longer with the park district. Mr. Kushner stated that some of the older grants are due to be removed from the list at the first of the year so that would take care of these concerns.

2008 BUDGET: After the review and discussion of the revenue and appropriation proposal, Mrs. Gelter moved to:

- 1) Approve the 2008 budget receipts and appropriations; with the understanding that the carry-over balance is currently a projection and won't be finalized until the books are closed for 2007. When the actual carry-over is determined at the close of the year, the difference shall be added or deleted from appropriations and receipts as necessary.
- 2) Authorize the Mrs. Martella to make the necessary adjustments and set up the 2008 appropriations, receipts and purchase orders to pay invoices accordingly prior to the January 10th meeting.

Mrs. Wright seconded the motion. Voting: Yes: Ms. Wright, Mr. Bartholomew, Mrs. Gelter. (3), No: Mr. Beischel (1). The motion carried.

FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES: Mrs. Gelter moved for the Board to approve the **November 2007** Financial Reports and Authorized the Expenditures as presented by Mrs. Martella. Mr. Beischel seconded the motion. Voting: Yes: Mr. Bartholomew, Mr. Beischel, Ms. Wright and Mrs. Gelter. (4); No: None. The motion carried unanimously.

APPROVAL OF MINUTES: Mrs. Gelter moved to approve the minutes of the **November 8, 2007 Regular meeting**. Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mr. Bartholomew, Ms. Wright and Mrs. Gelter (4) No: None. The motion carried unanimously.

At 8:00 p.m. Mrs. Gelter moved to adjourn the regular Commissioner's meeting and move into Executive Session to discuss personnel issues with the Interim Director Ken Kushner and Emily Armstrong Assistant Executive Director. Mr. Beischel seconded the motion. Voting: Yes: Mr. Bartholomew, Mrs. Gelter, Ms. Wright and Mr. Beischel. (4); No: None. The motion carried unanimously

At 8:10 p.m. Mr. Beischel moved to adjourn the Executive Session and reopen the Regular meeting. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Bartholomew, Mrs. Gelter, Ms. Wright and Mr. Beischel. (4); No: None. The motion carried unanimously.

At 8:11 p.m. there being no further business to be brought before this Board, Mr. Beischel moved to adjourn the meeting. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Bartholomew, Ms. Wright and Mr. Beischel. (4) No: None. The motion carried unanimously.

Submitted by,

Bailey H. Martella
Business Director

Dale Bartholomew

Duffy Beischel

Nadine Gelter

Gail Wright