

# REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS

## ANDERSON TOWNSHIP PARK DISTRICT

November 12, 2009

Duffy Beischel, President, called the regular meeting of the Board of Park Commissioners of the Anderson Township Park District to order at 6:30 pm at the Anderson Township Park District, Juilfs Park Office, 8249 Clough Pike. Present were Board Members: Dale Bartholomew and Nadine Gelter. Also present were: Ken Kushner, Executive Director; Emily Armstrong, Assistant Director; Brian Jordan, Volunteer/Business Manager; Mike Smith, Operations Manager; and Scott Lahman, Recreation Manager.

**GUESTS:** Community Press Staff: Lisa Wakeland. Lynn Finzer and Nadine Rewick, Johnson Park neighbors.

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

### **OLD BUSINESS:**

Johnson Hills Park – Park Planning: Mr. Kushner gave an update regarding the October and November Public Open Houses previewing the preliminary master plan. He stated that over all, most people are pleased with the preliminary master plan presented at: six Open Houses; throughout general office hours; at the Greater Anderson Area Chamber of Commerce Networking at Noon; and, to the Anderson Township 101 parks section at the Anderson Center. Mr. Bartholomew requested the feedback forms and comments be compiled and distributed to the Board for the next meeting. Mr. Kushner advised the final Master Plan will be discussed at the regular meeting of the Board of Park Commissioners in January, 2010. He also stated it is important the park district emphasize the development of the property will occur in phases and will be based on the availability of funding.

Mr. Beischel asked Lisa Finzer and Nadine Rewick who arrived during Mr. Kushner's comments if they had any comments concerning the development. They responded that they did not.

Johnson Hills Park Barn – Horse Lease Extension: Mr. Kushner informed the Board that Mr. Larry Waltz, owner of Bridle Run Stables, asked for an extension of his lease through December 2009. Mr. Bartholomew moved the Board approve the lease extension. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Beischel and Mr. Bartholomew (3); No: None. The motion carried unanimously.

Riverside Park – Dry Run Sewer Extension, Phase II: Mr. Kushner informed the Board that Tony Dick with the Metropolitan Sewer District (MSD) has been taken off the project, replaced by Ralph Johnstone. Mr. Kushner stated that although he has not to date had any contact with Mr. Johnstone, his understanding is that MSD is considering the other side of Roundbottom Rd as an alternate route for the sewer project. Mr. Kushner stated he would keep the Board apprised of any new developments of this matter.

Riverside Park – Synthetic Athletic Fields: Mr. Kushner provided the Board with a financial overview of the proposed project consisting of two full sized athletic fields. Mr. Bartholomew suggested the financial overview include the associated labor costs and the associated lease costs.

Mr. Kushner stated the financial overview would be revised to reflect Mr. Bartholomew's suggestions. Mr. Bartholomew inquired about the amount of bleacher seating being considered for the project; Mr. Kushner stated the amount is based on what the local youth football leagues have recommended. Mr. Kushner stated that staff is exploring funding possibilities, including a lease through the field turf company, and/or Fifth Third Bank. Mr. Beischel suggested revenue bonds as a possible option for funding; and reminded staff and the other Board members that if bonds are to be sold this action would require approval by the Anderson Township Trustees. Mr. Beischel requested a revised financial overview be presented at the December meeting and that staff should continue to collect information regarding the project.

Mr. Kushner explained that an archeologist will be required to be on site for the project curbing process, and where digging must occur for the light poles beneath the plow zone.

Brandstetter Carroll – Replacement RecPlex Feasibility Study: Mr. Kushner stated that Brandstetter Carroll is finishing up their study, which will be presented at the next meeting.

Sheriff's Contract: Mr. Kushner informed the Board that after review by Mr. Thomas Luebbers, ATPD legal counsel, the revised Sheriff's contract had been sent back to the Sheriff for his approval.

## **NEW BUSINESS**

2010 Budget: Mr. Kushner presented the 2010 draft budget. Mr. Beischel suggested account 01-A (Property Tax) be reduced by 5%. He also suggested asking the Hamilton County Auditor for detailed information regarding the percentage of taxes not being received in Anderson Township. Mr. Kushner stated staff would make the 5% adjustment and request the suggested information from the Auditor. Mr. Bartholomew asked for clarification regarding the status of receipts; Mr. Jordan updated the board on the status of receipts recently collected, and due to be collected. Mr. Bartholomew asked for clarification on the scope of expenditure account B-07 (Kellogg Park Fencing). Mr. Kushner explained the fencing at Kellogg Park is in poor condition and needs to be replaced; that an expanded area will be accessible to users; and, it will make the park more efficient to mow.

**2010 BUDGET:** After the review and discussion of the revenue and appropriation proposal, Mrs. Gelter moved to:

- 1) Approve the 2010 budget receipts and appropriations with a 5% reduction in receipt account 01-A; with the understanding that the carry-over balance is currently a projection and won't be finalized until the books are closed for 2009. 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 Mrs. Martella to make the necessary adjustments and set up the 2010 appropriations, receipts and purchase orders to pay invoices accordingly prior to the January meeting.

Mr. Bartholomew seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Beischel and Mr. Bartholomew (3); No: None. The motion carried unanimously.

2010-2018 Estimated Budget Projections: Mr. Beischel asked for clarification regarding the 01-A (Land Acquisition) and 01-B (Capital Projects) funds available throughout the budget projections, and asked why the RecPlex replacement building was not included. Mr. Kushner

explained that the projections consider only our operating levy, and that projects in the B accounts would have to be balanced with the maintenance of the existing parks and facilities, thus resulting in 01-A not having funding after 2010 and leaving the RecPlex replacement building to come from funding sources outside the park district operating levy. He explained the variation in B account numbers are significantly affected by the asphalt maintenance and the playground renovation schedules to which the park district is committed for its viability. Mr. Kushner highlighted that the synthetic athletic fields would have a return on investment. Mr. Beischel recommended the budget be revised each year, and presented to the Board in July and December of each year. Mr. Kushner said staff plans to do so accordingly.

Upcoming Events: Mr. Lahman gave the Board a brief update on the up-coming Turkey Shoot event at the RecPlex.

### **REQUEST FOR APPROVAL**

#### Soccer Goal Donation Request:

Mr. Bartholomew moved for the Board to approve the donation of one set of full-size goals (previously donated to the ATPD by a local soccer organization) to the Union Township Park District. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Beischel and Mr. Bartholomew (3); No: None. The motion carried unanimously.

Purchase Orders: Mr. Beischel moved for the Board to cancel the previous purchase order in the amount of \$15,000 to Clermont County Roofing and open a purchase order in the amount of \$15,000 to Scott Plummer, sole proprietor of Clermont County Roofing. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter and Mr. Beischel (2); No: Mr. Bartholomew (1). The motion carried.

Staff Changes: Mr. Bartholomew moved for the Board to approve staff's update regarding the employment status of Michael Wesselman, who is not permitted to obtain a work permit by his school. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Beischel and Mr. Bartholomew (3); No: None. The motion carried unanimously.

### **FUNDRAISING & GRANT ACTIVITY**

Mr. Kushner presented that staff applied for two (2) \$200,000 grants from the US Soccer Foundation for the potential synthetic fields at Riverside Park. Mr. Beischel requested staff to identify a list by the end of 2009 of potential grant possibilities for 2010.

### **FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES**

Mr. Beischel requested a tutorial in how to read the UAN reports. He recommended staff research the reporting capabilities of the UAN system.

Mr. Bartholomew moved for the Board to approve the **October 2009 Financial Reports and Authorized the Expenditures** as presented by Mr. Jordan. Mrs. Gelter seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Beischel and Mr. Bartholomew (3); No: None. The motion carried unanimously.

**APPROVAL OF MINUTES:** Mrs. Gelter moved to approve the minutes of the **October 8, 2009 Meeting**. Mr. Bartholomew seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Beischel and Mr. Bartholomew (3); No: None. The motion carried unanimously.

Johnson Park Development: Ms. Finzer asked the Board if they are made aware of the feedback from the public regarding the Johnson Hills Park preliminary master plan. Mr. Beischel replied that the Board will take the feedback in to consideration as we continue the planning phase. Ms. Rewick asked what projects are to be done first. Mr. Smith explained the first phase would include the pond/lake, parking lots, utilities, and the driveway for the main entrance of the park from Bridle Road. Mrs. Finzer asked who should receive any feedback on the plans. Mr. Beischel replied any feedback should be sent to Ken Kushner, via e-mail or regular mail.

Synthetic Fields: Ms. Wakeland asked for clarification on the grants for the proposed synthetic athletic fields at Riverside Park. Mr. Kushner replied the grants were through the US Soccer Foundation. Ms. Wakeland asked why the Board would consider bonds to fund the project. Mr. Beischel replied that bonds might be an option that may result in less interest. Ms. Wakeland asked when the park district will find out about the grants and how long it will take to complete the field construction. Mr. Kushner replied that we should find out in January about the grant and the construction will take approximately 4 weeks, depending on weather. He also stated that June, July, and August are down months for synthetic field facilities use due typically hot weather.

At 7:30 p.m. Mrs. Gelter moved the Board adjourn into Executive Session to discuss land acquisition and invited Mr. Kushner and Mrs. Armstrong to remain. Mr. Bartholomew seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Beischel, Mr. Bartholomew (3) No: None. The motion carried unanimously.

At 8:05 p.m. Board Member, Mark Bissinger, arrived.

At 8:32 p.m. Mrs. Gelter moved the Board adjourn the Executive Session and re-open the regular meeting. Mr. Bartholomew seconded the motion. Voting: Yes: Mr. Bissinger, Mrs. Gelter, Mr. Beischel, Mr. Bartholomew. (4) No: None. The motion carried unanimously.

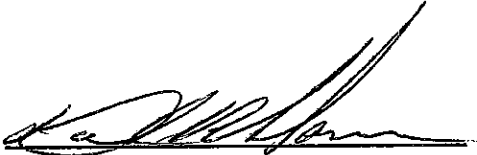
At 8:35 p.m. Mrs. Gelter moved the Board approve Mr. Kushner to negotiate for property adjacent to an existing park, up to the amount of the park district's appraisal. Mr. Bartholomew seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Beischel, Mr. Bartholomew. (3) No: None. Abstain: Mr. Bissinger. (1). The motion carried.

At 8:38 p.m. there being no further business to be brought before this Board, Mr. Bartholomew moved to adjourn the meeting. Mrs. Gelter seconded the motion. Voting: Yes: Mr. Bissinger, Mrs. Gelter, Mr. Beischel, Mr. Bartholomew. (4) No: None. The motion carried unanimously.

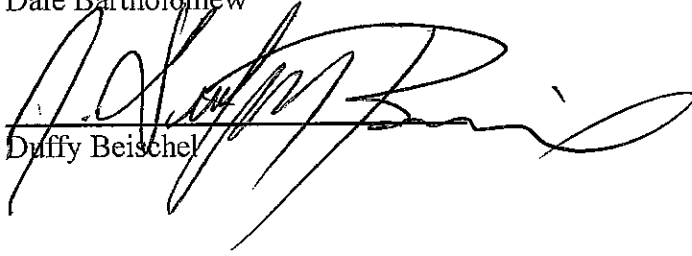
Submitted by,



Emily Armstrong  
Assistant Director



Dale Bartholomew



Duffy Beischel

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Mark Bissinger



Nadine Gelter