

REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS

ANDERSON TOWNSHIP PARK DISTRICT

October 12, 2011

Nadine Gelter, President, called the regular meeting of the Board of Park Commissioners of the Anderson Township Park District (“ATPD”) to order at 6:30 pm at Park District Headquarters, 8249 Clough Pike, Cincinnati, OH 45244. Present were Board Members: J. Duffy Beischel, Nadine Gelter, and Dale Bartholomew.

Also present were: Ken Kushner, Executive Director; Emily Armstrong, Assistant Director/Board Clerk; Brian Jordan, Financial Officer; Mike Smith, Operations Manager; Scott Lahman, Recreation Manager; and Sheila Fehn, Office Manager.

GUESTS: Lisa Wakeland, Forest Hills Journal

PLEDGE OF ALLEGIANCE

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

PUBLIC TO ADDRESS THE BOARD:

Mrs. Gelter said she was proud to announce that Commissioner Beischel was recently appointed by Governor John R. Kasich to the Ohio Parks and Recreation Council. He was one of four members appointed to the Council and his term begins September 29, 2011 and ends January 30, 2014. She stated her support of Mr. Beischel’s ability to bring common sense to park and recreation issues throughout the state of Ohio.

The group applauded Mr. Beischel for his appointment.

OLD BUSINESS:

W. M. Johnson Hills Park ~ Update: Mr. Kushner reported staff is evaluating consultants in order to move forward with the permit process to develop W. M. Johnson Hills Park.

Joint Recreation Agreement ~ Update: Mr. Kushner reported the Joint Recreation Agreement with Anderson Township Government was officially signed October 11th, as authorized by the Board in the May meeting. He stated the transfer of the Dog Field property will take additional time to complete.

Hamilton County Park District ~ Land Agreement: Mr. Kushner reported the Hamilton County Park District (“HCPD”) continues with the legal process to vacate Webb lane, as required by the Board of Zoning Appeals for the 25 foot easement for the farm access lane. The process should be complete by May of 2012. The end result is a transfer of the approximately 2 acre portion for the new farm access road at Clear Creek Park to the HCPD, in exchange for approximately 45 acres of land at W. M. Johnson Hills Park.

Hamilton County Park District ~ Clear Creek Park Farm Lane: Mr. Kushner reported the HCPD is nearing completion of the Clear Creek Park Farm Lane between the west border of the park and the ATPD's adjacent neighbor. The process should be complete by May of 2012.

Juilfs Park Playground Renovation: Mr. Kushner reported the Open House on October 12th from 9 am – 6:30 pm at the Juilfs Park Office was promoted on the ATPD website, sign boards, notices sent to 335 neighbors of Juilfs Park, and through the Forest Hills School District. The feedback from the 2 people who visited the Open House will be combined with the overall feedback gathered over the summer. The next step is to develop the project budget and a fundraising packet for the Anderson Foundation for Parks and Recreation members to promote.

Kellogg Park ~ Dog Field Fencing: Mrs. Gelter thanked Ms. Wakeland for the recent article in the Forest Hills Journal about the Kellogg Park Dog Field renovation.

Mr. Kushner reported the Dog Field Fencing project began the week of October 3rd. The renovation is expected to take approximately four weeks, pending weather conditions. Staff emailed and mailed notices to registered Dog Field permit holders to make them aware of facility closure during construction. He further stated the new electronic access control at the gate will be a welcomed addition for the permit holders.

Clear Creek Park ~ Update: Mr. Kushner reported the process to clean up the newly acquired Clear Creek Park property continues. The next project is to weather-proof the existing concrete building, which was constructed in the early 1960's. Staff is having contractors evaluate the roof to determine the nature of the necessary repairs. He further invited the Board to take a tour of the site at their convenience.

Mr. Bartholomew inquired about the status of the business owner's certificates of insurance.

Mr. Kushner stated the certificates of insurance are on file with the ATPD, and that legal counsel continues to work on the lease agreement.

NEW BUSINESS:

Records Commission: Mr. Kushner stated the annual meeting of the ATPD Records Commission took place October 5th at the Juilfs Park Office. The purpose of the meeting was to review the new requirements established by the Ohio Historical Society, and to consider ATPD records recommended for destruction. The Commission has open meetings at least annually, typically in October, and upon the call of the chairperson. He further stated the current members of the Commission are: Nadine Gelter, Board Member; Ken Kushner, Chairperson; Emily Armstrong, Board Clerk; Brian Jordan, Financial Officer; and Sheila Fehn, Office Manager.

Budget Process: Mr. Jordan reported the 2012 Budget process is well underway. He presented the 2011 and 2012 Amounts and Rates for the Board's comparison. He noted a \$256,458.00 decrease in Gross Levy Proceeds is due to a reduction in property valuations and the elimination of state reimbursements. He further stated the information will be presented for the Board's approval later in the meeting as part of Resolution 2011-06.

Parking Lot Weight Limits: Mr. Kushner stated at the last meeting a question was raised about lowering the established 5 ton weight limit on ATPD parking lots in an effort to protect the lots. He

presented a listing of vehicles weighing over 3 tons, which included many SUV's commonly used by park patrons. Staff also reviewed the specifications for lots built or re-built since 1995 which indicated the 5 ton weight limit is appropriate. Mr. Kushner recommended the established 5 ton weight limit stand, and that staff will continue to contact drivers of vehicles which might be a problem for ATPD lots.

Calendar of Events: Mr. Kushner provided an October Calendar of Events for the Board's review.

Mr. Lahman reported the popular Trunk 'R Treat event is on October 15th at Beech Acres Park, combining a classic car show and children in costumes trick 'r treating for candy. The 2010 event attracted 380 children and approximately 1,200 patrons. The Mother Son Dance is a fall tradition for approximately 200 moms and sons, featuring a costume party on October 22nd at the Beech Acres Park RecPlex. Volunteers are also still being sought for Make A Difference Day at Beech Acres Park on October 22nd.

FUNDRAISING AND GRANT ACTIVITY:

Mr. Kushner reported staff continues to explore funding opportunities for the Juilfs Park Playground renovation project.

REQUESTS FOR APPROVAL:

Staff Changes: Mr. Beischel moved the Board approve staff's recommendation to **hire** Paul Sheckels, Operations I, Assignable Staff, on his actual date of hire.

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

Purchase Orders Approval: Mr. Beischel moved the Board approve the following between-meeting Purchase Order:

Environmental Land Management Kellogg Park Dog Field Fence \$ 55,000.00

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

Resolution 2011-06: Mr. Bartholomew moved the Board approve **Resolution 2011-06, Hamilton County Auditor's Amounts and Rates 2012**, accepting the Hamilton County Auditor's Amounts and Rates for 2012.

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

FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES:

Mr. Beischel moved the Board approve the **September, 2011 Financial Reports and Authorize the Expenditures** as presented by Mr. Jordan.

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

APPROVAL OF MINUTES:

Mr. Bartholomew moved the Board approve the minutes of the **September 14, 2011 Regular Meeting**.

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

PUBLIC TO ADDRESS THE BOARD:

Ms. Wakeland asked for clarification about the parking lot weight limits and if there would be a change in policy.

Mr. Kushner responded there would be no change, and that the limit will remain 5 tons.

The Board thanked Ms. Wakeland for attending the meeting.

At 6:55 pm, there being no further business to be brought before this Board, Mr. Bartholomew moved the Board adjourn the meeting. Mr. Beischel seconded the motion. Voting: Yes: Mr. Beischel, Mrs. Gelter, and Mr. Bartholomew. (3); No: None. The motion carried unanimously.

Submitted by,

Emily Armstrong
Board Clerk

Dale Bartholomew

J. Duffy Beischel

Nadine Gelter