

# REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS ANDERSON TOWNSHIP PARK DISTRICT

**January 15, 2013**

Josh Gerth, 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: Angie Stocker, Tom Turchiano, and Dale Bartholomew.

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

**GUESTS:** Lorin Smith, ATPD Staff; Diana Feldman-Smith; John von Wahlde, resident; and Lisa Wakeland, Forest Hills Journal (Ms. Wakeland arrived during the Year in Review).

## **PLEDGE OF ALLEGIANCE**

**AGENDA:** Mr. Gerth moved the Board approve the Agenda. Mr. Bartholomew seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

**Lonnie Bettle Service Award:** **Lonnie Bettle Service Award:** Mr. Kushner stated the Lonnie Bettle Service Award was established by the Board in 1999 to honor Mr. Bettle’s outstanding service to the community through the ATPD. Mr. Bettle was a unique and talented individual who made a significant, positive contribution to the development of the ATPD. He could do anything and talked to everyone as one of a very small ATPD staff at the time who helped build the Park District during its early days. He worked in both the Recreation and the Operations Departments.

Mr. Kushner presented Lorin Smith, Recreation Department Administrative Assistant, with the 2012 Lonnie Bettle Service Award. He said Lorin started with the ATPD in July of 2009. She previously worked for the Cincinnati Recreation Commission, who’s staff said she was our gain, and their loss. Lorin is the face of the ATPD at the RecPlex where she runs a tight ship at the front desk. Her exceptional organizational skills are especially important this time of year during the Daddy Daughter Dance registration window.

Ms. Smith stated over 400 people signed up for the Dance the first day of registration. She thanked Mr. Kushner for the award.

The Board thanked Ms. Smith for her service to the community through the ATPD, and thanked her mother for attending the meeting.

**Public to Address the Board:** No one from the public wished to address the Board at this time.

## **OLD BUSINESS:**

**Year in Review:** The annual “Year in Review” video, created by Allison Cottrill, ATPD Marketing Specialist, was shown highlighting the ATPD’s accomplishments for 2012.

Mr. Gerth asked Mr. Kushner to thank Ms. Cottrill for her work on the Year in Review video.

Juilfs Park Playground Renovation: Mr. Kushner reported staff is working through the winter on the Juilfs Park Playground project. The new equipment that resides in the project area continues to create a buzz of excitement.

Future Park Improvements Plan: Mr. Kushner stated the first part of the public opinion survey will begin this spring/summer. Focus group sessions will be planned to determine what the community wants in their parks in the future. Resident participants in the process will be solicited from the community in general, from user groups, from program participants, and from neighborhoods surrounding the ATPD's parks.

**NEW BUSINESS:**

Calendar of Events: Mr. Kushner provided a Calendar of Events for the Board's review of upcoming programs and events.

Mr. Kushner presented the following reports for the Board's Review:

2012 Field User Residency Report;

2012 Facility Comparison Report.

**FUNDRAISING AND GRANT ACTIVITY:**

Juilfs Park Playground Fundraising: Mr. Kushner reported the Juilfs Park Playground fundraising continues to be a priority.

**REQUESTS FOR APPROVAL:**

2013 Holidays: Mr. Bartholomew moved the Board approve the 2013 Holidays as presented by Mr. Kushner.

Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

Monthly Purchase Order Approval: Mr. Turchiano moved the Board approve the following between-meeting Purchase Order:

Peck, Shaffer & Williams	2012 Legal Services	\$ 5,166.00
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Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

Final Approval of 2013 Budget: Mr. Bartholomew moved the Board approve the final 2013 Budget as presented by Mr. Jordan.

Mr. Turchiano seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

Resolution 2013-01 ~ Annual Appropriations: Mr. Gerth moved the Board approve **Resolution 2013-01, the Annual Appropriations Resolution.**

Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

**Resolution 2013-02 ~ Amended Certificate of All Resources:** Mr. Bartholomew moved the Board approve **Resolution 2013-02, approving the final revenues and final summary budget appropriations** for 2013 as presented.

Mr. Gerth seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

**Resolution 2013-03 ~ Letter of Engagement Auditor of State:** Mr. Gerth moved the Board approve **Resolution 2013-03, authorizing the contract with the Auditor of State for the OCBOA conversion** for 2012 and 2013.

Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

**Annual Purchase Order Approval:** Mr. Gerth moved the Board approve the following annual Purchase Orders:

Duke Energy, Park Wide Gas & Electric	\$ 85,000.00
Greater Cincinnati Water Works, Water & Sewer	\$ 25,000.00
Hylant Group, Liability Insurance	\$ 42,000.00
Beech Acres Parenting Center, RecPlex	\$ 62,875.28
Hamilton County Sheriff's Department	\$ 93,000.00
Wex Bank, Marathon Fleet Fuel	\$ 75,000.00
Anthem, Health Insurance	\$132,000.00
Fifth Third Bank Leasing, Equipment Lease (2011)	\$ 66,983.85
Fifth Third Bank Leasing, Equipment Lease (2012)	\$ 53,240.58
U.S. Bank, 1998 Bond Funds	\$105,223.05
PNC Bank, 2010 Bond Fund	\$247,938.28
Fifth Third Bank, 2011 Bond	\$ 62,172.54
Peck, Shaffer & Williams, Legal Services	\$ 7,000.00

Mr. Turchiano seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

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

Mr. Bartholomew moved the Board approve the **December, 2012 Financial Reports and Authorize the Expenditures** as presented by Mr. Jordan.

Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

Mr. Bartholomew stated staff did an excellent job with the budget in 2012, giving him confidence that staff does what they say they are going to do.

#### **APPROVAL OF MINUTES:**

Mrs. Stocker moved the Board approve the minutes of the **December 11, 2012 Regular Meeting** as written. Mr. Turchiano seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

**PUBLIC TO ADDRESS THE BOARD:** Ms. Wakeland asked what staff expects from the focus groups regarding the Future Park Improvements Plan.

Mr. Kushner said the intent of the public input process is to give residents a forum to tell the ATPD what they want in their parks in the future. People tend to be most interested in the park closest to their home. While all residents will be encouraged to provide their input on all parks, neighbors

surrounding Beech Acres, Juilfs, Veterans, and Lavery Parks will be invited to open houses in their respective neighborhood parks. Information for all the parks, including Clear Creek, Riverside, and Kellogg Parks will be gathered from user groups, the general public, as well as in the neighborhood park focus groups.

Mr. Gerth stated the Board encourages community members to let the Board know about their ideas for any and all of the parks.

At 7:03 pm, Mr. Gerth moved the Board adjourn into Executive Session to discuss land acquisition. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

At 7:19 pm, Mr. Gerth moved the Board adjourn the Executive Session and re-open the Regular Meeting. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

No decision was made by the Board at this time.

Mr. Bartholomew suggested the Board President make a presentation to the Anderson Township Trustees at their February 2013 meeting.

A discussion took place as to what should be included in this approximately three to five minute presentation.

Mr. Gerth confirmed that all new Board members take a tour of all parks and facilities with Mr. Kushner after they are appointed to the Board. He suggested the Board take another tour in the near future so the Board could get a first-hand look and update from Mr. Kushner on the status of each park and facility.

A discussion took place regarding the length of time required for the tour and Board member's availability for the tour.

Mrs. Armstrong said she would get consensus on a date and time for the tour and post the meeting as required by the Open Meetings Act.

At 7:38 pm, there being no further business to be brought before this Board, Mr. Bartholomew moved to adjourn the meeting. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Gerth, Mr. Turchiano, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

Submitted by,

Emily Armstrong  
Board Clerk

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Dale Bartholomew

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Josh Gerth

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Angie Stocker

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Tom Turchiano