

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

May 14, 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: Nadine Gelter, Angie Stocker, and Dale Bartholomew.

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

**GUESTS:** Lisa Wakeland, Forest Hills Journal. Thomas Merz, resident, arrived during Old Business.

## PLEDGE OF ALLEGIANCE

**OATH OF OFFICE:** Nadine Gelter and Josh Gerth read their Oaths of Office, as witnessed by Brian Jordan and notarized by Emily Armstrong. The three year terms for Mrs. Gelter and Mr. Gerth commence on the second Monday in May, succeeding their appointment.

**ELECTION OF OFFICERS:** Mrs. Gelter moved the Board approve the proposed 2013-2014 Slate of Officers as follows:

President	Angie Stocker
Vice-President	Dale Bartholomew
	Nadine Gelter
	Tommaso Turchiano
	Josh Gerth

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

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

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

## OLD BUSINESS:

**Juilfs Park Playground Renovation:** Mr. Kushner reported the Juilfs Park Playground project is progressing, including renovations of the small shelter. He said the thirty year old shelter is one of the original facility additions to the Park District. Staff has replaced the upright posts, tuck pointed the chimney, and it will soon be painted, a new roof will be installed, and a new concrete floor will be poured. He said the shelter is an important piece of the history of the ATPD and warranted being renovated.

Mr. Kushner stated many people are excited about the new playground while some are unhappy because it is closed for renovation. ATPD staff is building the playground, as well as keeping up with everything else in the parks, too.

Future Park Improvements Plan: Mr. Kushner reported approximately 100 community surveys have been returned in the last week. He said staff has community surveys from 1981 when the ATPD had very few facilities, as compared to the present. The current surveys indicate the community is pleased with the growth of the park system over the past thirty years. A broad range exists for what people want from the ATPD, including some people who don't want children in the parks.

Staff will continue to collect surveys through Greater Anderson Days. Mr. Kushner referenced the cover of the recent Park Guide, featuring before and after pictures of Beech Acres Park. While it is currently the most highly visited ATPD park, Beech Acres Park is still relatively new as it was completed in 2009. Already, it is difficult to imagine the community without Beech Acres Park.

**Public to Address the Board:** Mrs. Stocker suggested going back to the Public to Address the Board agenda item to give Mr. Merz an opportunity to address the Board.

Thomas Merz, Anderson High School junior and Anderson Township resident, stated he was assigned a history project, requiring him to improve something in the community. He is looking into what it would take to make the ATPD's State and Nagel property into a mini-park, like that of the Township's Bauer Preserve at Nagel Road and Clough Pike. He is identifying the steps required for such a project and is researching the costs associated with developing the Bauer Preserve.

Mr. Kushner explained that originally the ATPD purchased State and Nagel for a maintenance compound. After the ATPD passed an operating levy in 1992, the ATPD grew significantly, thus outgrowing a possible maintenance compound at State and Nagel. Dirt was dug out to raise the parking lots constructed at Beech Acres Park. People have told Mr. Kushner they like the grassy, green corner. Currently the ATPD has no plans to change the property into a park, but it is a possibility in the future.

Mrs. Stocker encouraged Mr. Merz to get the information he needs from the Township for the Bauer Preserve and to let Mrs. Armstrong know what assistance he may need from the ATPD. She thanked him for taking an interest in the Anderson Township Park District.

#### **NEW BUSINESS:**

Auditor of State ~ 2012 Year End Cash Basis Report: Mr. Kushner presented the 2012 Year End Modified Cash Basis Report, completed by the Local Government Services department of the Auditor of State, for the Board's review.

Clear Creek Park ~ Existing Cell Tower: Mr. Kushner stated the August 2011 driving range purchase included a cell tower, build on the property by the previous owner in the early 1990's. The cell tower company is interested in extending the lease another thirty (30) years. This is the second cell tower in the park system, the first being the monopole at Beech Acres Park. He said he is looking for the Board's blessing to negotiate with American Tower on a lease extension.

Mr. Gerth asked staff to make sure we have researched current going rates for the cell tower market.

Mr. Bartholomew moved the Board authorize Mr. Kushner to negotiate with American Tower on a lease extension for the Clear Creek Park cell tower. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Gelter, Mrs. Stocker, Mr. Gerth, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

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

Mrs. Stocker noted the June 25<sup>th</sup> Board Meeting is later than usual.

Mr. Bartholomew stated the ATPD is again participating in the annual Memorial Day program at the Anderson Center on Monday, May 27<sup>th</sup>.

**FUNDRAISING AND GRANT ACTIVITY:**

Juilfs Park Playground Fundraising: Mr. Kushner reported the Juilfs Park Playground fundraising continues with the Apple Tree project.

Pickleball: Mr. Kushner stated staff worked with members of the Anderson Pickleball Club ("APC") to submit a grant to construct pickleball courts at Clear Creek Park. The ATPD would provide a match of land, labor, and construction equipment. The Ohio Department of Natural Resources will announce the NatureWorks grant recipients in the fall of 2013.

Ohio 319(h) Grant: Mr. Kushner reported the ATPD was selected to receive a grant in Section 319(h) of the Clean Water Act for the application submitted last year for the Clear Creek Park Parking Renovation. The grant is administered by the Ohio Environmental Protection Agency. The amount of the award is \$171,952 for a total project cost of \$286,587. The renovation will take place in 2014, resulting in approximately 100 additional parking spaces and a solution for water run-off issues. Mr. Kushner presented the Board with the award notification.

Mr. Smith stated the project is non-point source pollution oriented and will include pavers like the Riverside Park All Weather Field parking lot.

Mrs. Gelter said pavers are a better alternative than asphalt for the long term.

Mr. Kushner further stated the parking renovation will solve some issues for Clear Creek Park, but that a new entrance/exit is what is needed in the future to sufficiently fix the problems at the park. The existing trees should not be affected by the project. Some of the trees under the power lines are stubby because Duke requires they be a certain distance from the high-tension lines. The lines can flex up to twenty (20) feet when it is hot. He said the project timeline will be use-based, so as to limit disruption to the sports seasons.

**REQUESTS FOR APPROVAL:**

Museum Center ~ MOU Clear Creek Park: Mr. Kushner presented a Memorandum of Understanding ("MOU") between the ATPD and the Cincinnati Museum Center ("CMC"), regarding the preservation of ATPD archaeological and areas of historical significance. He said the ATPD's longstanding practice has been to work with this reputable and accomplished entity in an effort to ethically and properly manage the artifacts which reside within the boundaries of the parks. The Board has agreed to automatic, renewable, 5-year terms, unless either the ATPD or CMC propose to terminate or modify the MOU. He stated we are at the end of a 5-year renewal period and recommended the ATPD renew the MOU for the term July 1, 2013 through June 30, 2017.

Mr. Bartholomew moved the Board authorize Mr. Kushner to continue the Preservation Agreement with the Cincinnati Museum Center for automatic, renewable, 5-year terms, with the new term commencing July 1, 2013 and ending June 30, 2017. Mr. Gerth seconded the motion. Voting: Yes: Mrs. Gelter, Mrs. Stocker, Mr. Gerth, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

**Monthly Purchase Order Approval:** Mr. Jordan stated there were no between-meeting Purchase Orders at this time.

**Staff Changes:** Mrs. Gelter moved the Board approve staff's recommendation for the following people on their actual dates of hire/re-hire:

**Hire:**

Recreation I, Assignable Staff: **Nathan Bissinger, Jonathan Castleman, Terra Martin, Katie Molloy, Colleen Mulrey, Tara Taylor, and Samantha Traine.**

Recreation Bus Driver, Assignable Staff: **Elizabeth Helm.**

**Re-Hire:**

Recreation I, Assignable Staff: **Kelsey Cornish and Julia Sandmann.**

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

**FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES:**

Mr. Bartholomew moved the Board approve the **April, 2013 Financial Reports and Authorize the Expenditures** as presented by Mr. Jordan.

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

**APPROVAL OF MINUTES:**

Mrs. Gelter stated she would like to continue the discussion from the last meeting about the ATPD's Board Meeting minutes. She believes a change in how the ATPD minutes are kept is not necessary but suggested including a statement on the website where the minutes are posted, referencing that ATPD minutes are not verbatim and are intended to capture the essence of the meeting.

Mr. Bartholomew suggested including the same statement as a footnote on the actual minutes.

Mr. Gerth and Mrs. Stocker suggested staff review the matter with counsel.

Mrs. Gelter moved the Board approve the minutes from the **April 16, 2013 Regular Meeting** as written. Mr. Gerth seconded the motion. Voting: Yes: Mrs. Gelter, Mrs. Stocker, Mr. Gerth, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

**PUBLIC TO ADDRESS THE BOARD:** Ms. Wakeland asked for assistance to understand the Clear Creek Park parking lot project plans.

Mr. Smith reviewed the presented plan with Ms. Wakeland.

At 7:07 pm, there being no further business to be brought before this Board, Mrs. Gelter moved to adjourn the meeting. Mr. Gerth seconded the motion. Voting: Yes: Mrs. Gelter, Mrs. Stocker, Mr. Gerth, and Mr. Bartholomew. (4); No: None. The motion carried unanimously.

*I hereby certify that the foregoing are the minutes of the May 14, 2013 meeting of the Board of Park Commissioners, which minutes reflect the essence of the meeting and are not verbatim.*

*Emily Armstrong*  
*Board Clerk*

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Dale Bartholomew

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Nadine Gelter

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Josh Gerth

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Angie Stocker