

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

August 12, 2014

Dale Bartholomew, 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 and Tom Turchiano.

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

GUESTS: Dave Gooch, Rachael Rice, and Michelle Hamilton from Park National Bank; Carson Gooch, son of Dave Gooch; and Josh Gerth, Anderson Township Trustee.

PLEDGE OF ALLEGIANCE

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

Public to Address the Board: On behalf of Park National Bank, Mr. Gooch presented a \$500.00 check to the Board of Park Commissioners. The bank ran a promotion to encourage customers to convert from paper statements to electronic statements. The ATPD was selected as one of the recipients of the funds generated by the number of customers who switched statement types. Mr. Gooch thanked the Board for providing parks in the community, and said he and his staff have a picnic planned in an ATPD park this September.

The Board thanked Mr. Gooch and his staff for thinking of the community. A brief photo shoot followed.

OLD BUSINESS:

Anderson Township ~ 4th of July Parade: Mr. Kushner reported the ATPD’s 2014 parade entry won the “Most Spirited Neighborhood or Organization” category. He said the ATPD has won a category five of the last six years. He presented pictures of the award winning entry and character crew.

Future Park Improvements Plan: Mr. Kushner said staff sent a thank you and a list of improvements by park to each of the members who expressed interest in the Future Park Improvements Planning Committee. He said positive relationships were developed with the various park supporters. The ATPD is grateful for all the residents who engaged in the effort to determine the Anderson Parks’ direction for Future Park Improvements.

The ATPD conducted a public input process over the last year to help determine the ATPD’s direction for future improvements to the Anderson Parks. Through surveys and community input gathered via correspondence with the public including focus group sessions, residents have provided feedback and suggestions to help shape the future of the Anderson Parks.

Mr. Kushner presented the list of improvements to the Board and highlighted the following common themes: trail extensions; restrooms; shade structures; property acquisition adjacent to existing parks; and bringing indoors the best of what we do outdoors with a walking trail and court space that can serve as sports, league, programming, and event space for all ages. The indoor space envisioned includes multi-use court/event/program space and a walking trail. No pools, or fitness equipment are envisioned, as these are well-represented in the community, but simply what the ATPD knows is needed to serve the community based on 10 years of experience leasing the RecPlex and nearly 40 years of being in the active recreation business.

He said the next step is to acquire funding. The ATPD's current operating levy is necessary to operate and maintain the parks, with very limited possibility for capital project funding. Additional capital improvement funds must come from outside the ATPD's existing Operating levies. At this point, the ATPD is exploring capital funding options including public/public partnerships, public/private partnerships, and/or a capital funding levy. Most likely, the end result will be a combination of the three.

Lost and Found Procedure: Mr. Kushner reported that staff received a draft resolution from counsel regarding the ATPD's lost and found property. Staff continues to work with counsel on a resolution to present to the Board at a future meeting.

Beech Acres Park ~ Cell Tower Request: Mr. Kushner said he continues to explore the possibilities of Crown Castle International's ("CCI") request to expand the footprint for additional cell tower equipment at Beech Acres Park. CCI recently expressed interest to construct an additional, 170 foot stealth tower. The existing stealth tower is 150 feet tall. He said CCI is interested in the site because it is a premiere site, and therefore, the project could yield the ATPD an additional revenue stream. Mr. Kushner said he is researching the current market and rates for such an application.

Mr. Jordan said the current tower at Beech Acres Park will generate approximately \$50,000.00 this year for the ATPD.

Mr. Bartholomew said the area toward Parkside church would minimally impact Beech Acres Park. The revenue generated by the Beech Acres Park cell tower has been a significant positive for the community through the ATPD. He would prefer the tower height be limited so as not to require a light at the top.

Mrs. Stocker asked how the initial cell tower project was received by the community. She said the revenue arrangement should generate at least what the current tower generates.

Mr. Kushner said the cell tower at Beech Acres Park went in without any issue. One person attended the zoning meeting to gather information; they had no issue with the cell tower. Most people are not aware the structure is a cell tower because it is a monopole and they simply don't notice it. The tower has been active since 2006. He said CCI's initial offer is not acceptable and that staff would work to get the most on behalf of the community, aesthetically and financially, in order to consider moving forward with the project.

Mr. Turchiano asked about the project process and the next step.

Mr. Kushner said if the ATPD gives CCI the go-ahead, CCI would initiate the zoning process to see what township zoning will or will not permit. Once the requirements are known, and if CCI wants to move forward, the ATPD would then establish the financial and construction details with CCI.

Mr. Bartholomew asked the Board members if they had any objection to Mr. Kushner continuing to negotiate on a 170 foot cell tower at Beech Acres Park.

Each Board member indicated Mr. Kushner should continue to negotiate for an additional cell tower at Beech Acres Park.

Clear Creek Park Projects ~ Pickleball Courts and Parking Lot: Mr. Kushner reported staff continues to work through the details for the two grants awarded to the ATPD for projects at Clear Creek Park.

The parking lot project was made possible by an Ohio Section 319(h) grant of the Clean Water Act, administered by the Ohio Environmental Protection Agency. The project is mostly complete, excluding some of the finishing touches.

The pickleball court project was made possible by a NatureWorks grant, administered by the Ohio Department of Natural Resources. Construction is planned to begin in late August. Mr. Smith said staff is still trying to finalize the plans with Duke Energy due to the location of the courts being under the high tension power lines.

Mr. Bartholomew said Clear Creek Park looked great when he recently visited.

NEW BUSINESS:

Preliminary Auditor's Report ~ Draft: Mr. Kushner reported the ATPD was recently audited for the calendar years 2012 and 2013 by the private firm, Charles E. Harris & Associates, from Cleveland, Ohio. He presented the preliminary draft for the Board's review.

Calendar of Events: Mr. Kushner presented a Calendar of Events of upcoming activities for review by the Board. He highlighted the ATPD's busy summer is soon to end with the conclusion of Summer Camp.

Mr. Bartholomew requested the Board's November Calendar of Events include Anderson Township's Veterans Day Service on November 11th. The service will take place at the Anderson Center with dinner provided by City Barbeque. He reported that \$60,000.00 has been raised for the Veterans Memorial.

Mr. Gerth said Kroger recently contributed an additional \$10,000.00 towards the effort.

FUNDRAISING AND GRANT ACTIVITY:

Kellogg Park Playground ~ Land and Water Conservation Fund Grant: Mr. Kushner reported the ATPD was recently awarded a Land and Water Conservation Fund grant for the Kellogg Park playground. This will be the first playground for Kellogg Park. The matching grant, administered by the Ohio Department of Natural Resources amounts to \$25,742.00; the ATPD's match is in labor, construction equipment, and additional play equipment. The total cost of the playground will be

approximately \$51,000.00. The playground is planned to be similar in size to the Lavery Park playground and will be constructed in 2015.

REQUESTS FOR APPROVAL:

Staff Changes: Mrs. Stocker moved the Board approve staff's recommendation to **terminate** the following people on their respective dates of termination:

Operations Assignable Staff I: **Jacob Thornton**, effective July 16, 2014.

Operations Assignable Staff II: **Dan Esslinger**, effective July 17, 2014.

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

Board Member Public Records Law Training: Mr. Kushner stated the Auditor of State requires each Board member to receive three hours of Public Records training for each term of office. The training is designed to enhance the elected/appointed officials' knowledge of the duty to provide access to public records. The ATPD is compliant with the Auditor of State's Public Records Law including the following established measures: ATPD Public Records Policy; ATPD Posting Public Records Policy; and ATPD Staff members have attended Public Records training, including: Brian Jordan, Financial Officer; Emily Armstrong, Assistant Director/Board Clerk; and Ken Kushner, Executive Director.

While the law allows a designee to be appointed to receive the training on the Board's behalf, the ATPD is required to have documentation of the designation. Mr. Kushner requested the Board formally appoint at least one staff member to be the designee to receive the training on behalf of the Board.

Mr. Kushner further stated the Board may require each new member to attend the training upon appointment. He welcomed all members to attend the training and presented a list of upcoming sessions. Typically a session takes place in Columbus as part of the Local Government Official Conference in the winter/spring. He said he would keep the Board apprised of future training sessions. He also presented the Auditor of State's memo regarding the Public Records Law training requirements.

Mrs. Stocker moved the Board **appoint Mr. Jordan as the designee to receive the Public Records Law Training on the Board's behalf.**

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

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

<i>Arch Materials</i>	<i>Gravel for Clear Creek Parking Lot</i>	<i>\$ 45,000.00</i>
<i>Arts Rental Equipment</i>	<i>Off Road Dump Truck & Roller</i>	<i>\$ 14,600.00</i>
	<i>Clear Creek Parking Lot</i>	

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

FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES:

Mrs. Stocker moved the Board approve the **June and July, 2014 Financial Reports and Authorize the Expenditures** as presented by Mr. Jordan.

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

APPROVAL OF MINUTES:

Mr. Turchiano moved the Board approve the minutes from the **July 2, 2014 Special Meeting** as written. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Bartholomew, and Mr. Turchiano. (3); No: None. The motion carried unanimously.

PUBLIC TO ADDRESS THE BOARD: Mr. Gerth asked if the Board had any questions for the Township.

Mr. Kushner asked when the community will get sidewalks to W. M. Johnson Hills Park. He said the sidewalks are needed sooner rather than later as they will help move the park forward.

Mr. Gerth said he will look into the matter.

A discussion ensued regarding W. M. Johnson Hills Park.

Mr. Kushner said the ATPD developed the current park plan with an extensive public input process that sought to balance the public's demand for recreational opportunities while preserving the natural gifts of the property. While the ATPD currently has plans for the park, there is no capital funding to bring basic components of the plan to fruition. The ATPD has always said the property will be developed over many years, in phases, with an emphasis on passive use and the activity potential that does not currently exist in other ATPD parks.

Mr. Kushner stated that some of the variables have changed and therefore, revisions to the plan are necessary. Modifications need to be made to areas such as the lake and the mini-farm. The lake feature is not a likely possibility because of OEPA regulations and the significant cost. The mini-farm area will be revised to represent a basic entrance and parking area, providing the community access to the trails, as well as mandated access for emergency personnel. The mini-farm is currently a low priority as other phases are deemed more effective and affordable for access to the park.

Mr. Kushner said periodically he hears from or about people who are misinformed regarding the history and the requirements Mrs. Johnson had for the property. The only condition Mrs. Johnson had was that the property remain "parkland in perpetuity". Otherwise, there were a few concepts she favored: include Mac's name in the park name; allow people to access and enjoy the rolling hills and pastures that were so dear to her; and highlight the feature of her property that was special to her: the headwaters of the Little Dry Run Creek.

Mrs. Johnson researched the ATPD before she approached us about a living will. She needed money to live her remaining days in her house, and wanted to leave a legacy in honor of Mac. Accordingly, the property was acquired through a combination of purchase and gift, involving the ATPD, HCPD, and the Daughters of the American Revolution.

Mr. Gerth asked if the recent public Future Park Improvements Plan committee discussions were going to result in the ATPD making a formal recommendation for the next step.

Mr. Kushner said people want the ATPD to get going and make improvements to the parks and facilities sooner, rather than later. The next step is to acquire funding. The ATPD's current operating levy is necessary to operate and maintain the parks, with very limited possibility for capital project funding. Additional capital improvement funds must come from outside the ATPD's existing Operating levies. At this point, the ATPD is exploring capital funding options including public/public partnerships, public/private partnerships, and/or a capital funding levy. Most likely, the end result will be a combination of the three. The ATPD is ready to move forward on funding, but we are waiting to see how the November school levy fairs, to gage the ATPD's timeline.

At 7:07 pm, there being no further business to be brought before this Board, Mrs. Stocker moved to adjourn the meeting. Mr. Turchiano seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Bartholomew, and Mr. Turchiano. (3); No: None. The motion carried unanimously.

I hereby certify that the foregoing are the minutes of the August 12, 2014 meeting of the Board of Park Commissioners, which minutes reflect the essence of the meeting and are not verbatim.

Emily Armstrong
Board Clerk

Dale Bartholomew

Angie Stocker

Tom Turchiano