

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

**March 11, 2014**

Dale Bartholomew, Vice 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 and Rob Herking.

Also present were: Ken Kushner, Executive Director; Emily Armstrong, Assistant Director/Board Clerk; and Brian Jordan, Financial Officer.

**GUESTS:** Lisa Wakeland, Forest Hills Journal (Ms. Wakeland arrived at the end of the Hamilton County Sheriff's Office Contract item).

## **PLEDGE OF ALLEGIANCE**

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

**Public to Address the Board:** There was no public present at this time.

## **OLD BUSINESS:**

**Future Park Improvements Plan:** Mr. Kushner reported the second Focus Group session took place on February 26<sup>th</sup> at the Juilfs Park Office. Four residents attended who were also at the last Focus Group session in October. Lisa Wakeland from the Forest Hills Journal was also present. He said they discussed more about the historical background of the ATPD; funding of the parks; park/activity specific questions including an outdoor wedding venue; voting records; and mostly safety concerns for access to existing parks from neighborhoods via crosswalks. The homework assigned at the last focus group session was to make notes about what features committee members like in existing area parks, and what additional features they would like to see in our parks. He said this winter has made it difficult for people to get outside. Since the next meeting will be sometime in May when the weather is nice, more people will have been able to get out into the parks.

**Hamilton County Sheriff's Office Contract:** Mr. Kushner reported the ATPD's contract with the Hamilton County Sheriff's Office ("HCSO") is up for renewal in April of 2014. He met earlier today with Major Horton and Captain Neville of the HCSO to discuss the details of the contract. Mr. Kushner said he would like the contract to mirror that of the Township's agreement with the HCSO regarding uniform responsibilities. The Township is also currently working toward a new contract with the HCSO. In the mean time, the contract between the ATPD and the HCSO will continue on a month-to-month basis. He said it appears the HCSO is trying to get all of the groups with which they contract to have similar arrangements, and that this process may take a while.

Mr. Bartholomew asked if the HCSO is allowed to make a profit on their contract resource officers. He further asked if the ATPD is still contracting with the Forest Hills School District ("FHSD") for busing for Greater Anderson Days and Summer Camps, and if the FHSD is allowed to make a profit on such services.

Mr. Jordan said the ATPD continues to use the FHSD busing for Summer Camps, but not for Greater Anderson Days, as the later function is not specifically for school-aged children.

Mr. Kushner said the new contract being discussed is expensive.

Mr. Herking asked if continuing the contract on a month-to-month basis costs the ATPD more than if we were to establish a new contract.

Mr. Kushner said it does not cost the ATPD more.

Clear Creek Park ~ Pickleball Court Project: Mr. Kushner reported the funding for the NatureWorks grant to construct pickleball courts at Clear Creek Park, was recently approved by the State of Ohio Controlling Board. The ATPD is in the process of executing all the necessary paperwork and contracts, as well as working through the design stage. The courts are essentially tennis courts, approximately 190 feet by 60 feet area of asphalt with fencing. There are no lights planned at this time.

Mr. Bartholomew asked if the project was in the budget.

Mr. Kushner said the grant is in the budget. The grant is administered by the Ohio Department of Natural Resources. The grant amount is \$66,816; the ATPD will provide a match of land, labor, and construction equipment.

Mr. Bartholomew offered Ms. Wakeland an opportunity to address the Board.

Ms. Wakeland said she did not have any questions at this time.

#### **NEW BUSINESS:**

Calendar of Events: Mr. Kushner presented a Calendar of Events of upcoming activities for review by the Board. He highlighted the adult and youth Egg Hunts on April 17<sup>th</sup> and April 19<sup>th</sup>, respectively.

Mrs. Gelter asked about the plans for the Great American Clean Up.

Mr. Kushner said the event is on April 12<sup>th</sup> at Johnson Hills Park. Plans include cleaning up around the Mormon House and the property purchased in 2011.

#### **FUNDRAISING AND GRANT ACTIVITY:**

Current Grant Projects: Mr. Kushner reported the ATPD is currently working through the details for the two grants awarded for projects at Clear Creek Park:

- Pickleball Court Project: NatureWorks grant, administered by the Ohio Department of Natural Resources.
- Parking Lot Project: Ohio Section 319(h) Grant of the Clean Water Act, administered by the Ohio Environmental Protection Agency.

#### **REQUESTS FOR APPROVAL:**

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

**Hire, Assignable Staff:**

**Recreation I: Ryan Ritze.**

**Operations I: Steven Fisher, Stanley Morgenthal, and Roger Reineke.**

**Promotion, Assignable Staff:**

**Recreation I to Recreation II: Robert Cagle.**

**Operations I to Operations II: Kirk Burgoyne, Jerry Meyer, and Vance Scheuer.**

**Concessions II to Concessions/Recreation III: Holly Fritz**

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

**Resolution 2014-03 ~ Lease-Purchase Agreement for Equipment:** Mrs. Gelter moved the Board approve **Resolution 2014-03, Lease-Purchase Agreement for Equipment, authorizing an equipment lease-purchase agreement with Fifth Third Bank for certain equipment for a total of \$191,000.00 at an interest rate of 1.55%; and authorize other documents in connection with such transaction.**

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

**Monthly Purchase Order Approval:** Mrs. Gelter moved the Board approve the following between-meeting Purchase Orders:

Wendling Printing Co. Park Guide \$ 5,360.00

Security Fence Group Julifs Park, Fields #2 & #3 Backstops & Fencing \$17,200.00

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

**FINANCIAL REPORTS AND AUTHORIZATION OF EXPENDITURES:**

Mr. Herking moved the Board approve the **February, 2014 Financial Reports and Authorize the Expenditures** as presented by Mr. Jordan.

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

**APPROVAL OF MINUTES:**

Mr. Herking moved the Board approve the minutes from the **February 11, 2014 Regular Meeting** as amended. Mr. Bartholomew seconded the motion. Voting: Yes: Mr. Bartholomew and Mr. Herking. (2); No: None; Abstain: Mrs. Gelter. (1). The motion carried.

**PUBLIC TO ADDRESS THE BOARD:** Ms. Wakeland asked how much money the Anderson Township Pickleball Club has raised for the construction of the pickleball courts at Clear Creek Park; what the ATPD's matching grant amount is; what the timeline is for construction; what the Clear Creek Park parking lot project includes; and what was being discussed when she arrived at the meeting.

Mr. Kushner said the pickleball club raised about \$4,000.00 for the pickleball court area sign which went up last year, and for various future amenities for the new courts. The club also contributed significantly to the grant process with their time and effort. The ATPD's matching amount for the grant is approximately \$22,300 in labor and construction equipment, as well as the land on which the public courts will be built. The timeline for the two projects is that the parking lot project will

take place first in late July, with the pickleball court construction to follow in August or September. The Clear Creek Park parking lot project will add 100 spots at an angle with the addition of more hard-surface area, featuring permeable pavers like the ATPD's Riverside Park by the All Weather Fields. He said even with the parking lot project, Clear Creek Park will continue to exist one-way in and one-way out until further, much more extensive renovations can be made.

Mr. Kushner said when Lisa arrived, the Board was discussing if the HCSO can make a profit on the contract for the ATPD's resource officer. Mr. Bartholomew wondered if the FHSD busing contract could be used as a comparison, since the FHSD cannot make a profit on busing.

The Board thanked Ms. Wakeland for attending the meeting.

At 6:57 pm, there being no further business to be brought before this Board, Mrs. Gelter moved to adjourn the meeting. Mr. Herking seconded the motion. Voting: Yes: Mrs. Gelter, Mr. Bartholomew, and Mr. Herking. (3); No: None. The motion carried unanimously.

*I hereby certify that the foregoing are the minutes of the March 11, 2014 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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Rob Herking