

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

**September 13, 2016**

Rob Herking, President, called the regular meeting of the Board of Park Commissioners of the Anderson Park District (“APD”) to order at 6:30 pm at Park District Headquarters, 8249 Clough Pike, Cincinnati, OH 45244. Present were Board Members: Angie Stocker, Tom Turchiano, Dominic Wolfer, and Colin Ramsey.

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

**GUESTS:** Residents: Erin Wesselman and Jean Wakefield.

## **PLEDGE OF ALLEGIANCE**

**AGENDA APPROVAL:** Mr. Ramsey moved the Board approve the Agenda as presented. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Turchiano, Mr. Herking, Mr. Wolfer, and Mr. Ramsey. (5); No: None. The motion carried unanimously.

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

## **OLD BUSINESS:**

**Operating Levy:** Mr. Kushner presented a draft of the educational operating levy information for the November 8, 2016 election, intended for the winter Park Guide. He stated the following levy facts:

- Anderson Park levies expire.
- The November 8, 2016 1.9 mill operating levy will replace the APD’s existing 1.9 mill operating levy, due to expire in 2018. If this levy is approved, the 2008 Park operating levy will be rescinded.
- This 1.9 mill levy will allow the Anderson Parks to continue to operate and maintain the parks for the next ten years.
- This levy will cost the \$100,00 homeowner \$66.50 per year.
- The Anderson Parks operating levy has remained at the 1.9 mill level since 1992.

Mr. Herking asked if the APD could get a continuous operating levy.

Mr. Kushner stated the Ohio Revised Code establishes by law that township park districts are limited to a maximum of 2.0 mills for an operating levy. He further stated he would ask legal counsel about a continuous operating levy.

## **NEW BUSINESS:**

**Records Commission ~ Nomination and Annual Meeting:** Mr. Kushner stated the APD Records Commission meets annually, as a compliance requirement of the APD’s public records management program. The APD is required to have a Board member serve on this Commission. Nadine Gelter

previously served as the Board representative. The Commission typically meets in October to review the APD public records policy and retention and disposition schedules, and to make any required decisions in a public meeting. The meetings are posted according to the Public Meetings Act. He stated the current staff members serving on the Commission are: Ken Kushner, Emily Armstrong, Brian Jordan, and Sheila Fehn.

Mr. Kushner requested the Board nominate and appoint a board member to serve on the Commission.

Mrs. Armstrong said the Records Commission is well established and that staff continues to be committed to the program and the processes. The meeting is typically a review of the current policies and retention schedules as well as determination for the proposed items for destruction. She thanked Mrs. Fehn for her participation in the everyday aspects of the records management program.

Mr. Herking said he would be willing to serve on the Commission.

Mrs. Stocker said she would be willing to serve as Mr. Herking's back up for the Commission.

**Mr. Herking moved the Board appoint him to the APD Records Commission.**

Mr. Turchiano seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Turchiano, Mr. Herking, Mr. Wolfer, and Mr. Ramsey. (5); No: None. The motion carried unanimously.

Board Meeting Schedule Considerations: Mr. Kushner stated the Board may wish to adjust the Board of Park Commissioners Meeting Schedule. The November meeting is currently on Election Day, Tuesday, November 8. The December meeting is currently on December 6, which is also the date the Anderson Area Chamber of Commerce recently announced as its Holiday Cheers event.

The Board members discussed rescheduling the November 8 meeting for November 15 and canceling the December 6 meeting, since there is already a meeting scheduled for December 13.

Mr. Kushner said the Board could add a meeting should they decide a meeting to be necessary after the December 13 meeting.

**Mr. Herking moved the Board reschedule the Regular November 8 meeting for November 15 and cancel the December 6 meeting, keeping the December 13 meeting as the Regular December meeting.**

Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Turchiano, Mr. Herking, Mr. Wolfer, and Mr. Ramsey. (5); No: None. The motion carried unanimously.

Beech Acres RecPlex ~ Doors: Mr. Kushner stated the issues with the exterior doors at the RecPlex must be addressed in order for the APD to continue to operate in the facility. The APD hoped to own the property at this point, but unfortunately, that is not the case. Staff solicited quotes to replace the worst of the perimeter doors. Staff and contractors have worked on the doors continually but the doors are 45 years old and they are worn out. The building was not intended to be used the way the APD has been using it. The landowner rented the building to the APD on an "as-is" basis. The doors work for their purpose, but not for the APD's. He further stated only one company would submit a quote because of the age and construction techniques employed when the building was constructed in

1970. He presented a map of the facility and identified which doors are the priority for repair based on the significant volume of participants and visitors who enter and exit throughout the year. He said the repairs are likely to cost approximately \$85,000.00.

The Board discussed: the arrangement with the landowner in 2010 when a new gym floor was needed; the APD's options with the landowner should the APD decide to expend money to repair the doors, including exploration of rent reduction and/or an extended lease term; and how the APD's budget could accommodate the expenditure.

Mr. Kushner said the gym floor situation from 2010 included a potential environmental hazard which the landowner paid to remediate. The APD chose to pay for the gym floor because it was essential to continuing the APD's business. Any change in the APD's budget requires Board approval, as will inclusion of the item on the 2017 budget.

Mr. Herking suggested a Board member or two attend the meeting Mr. Kushner may have with the landowner to discuss this matter.

Calendar of Events: Mr. Kushner presented a calendar of upcoming activities for the Board's review. He highlighted the annual Fair of the Arts on Saturday, September 17 at Beech Acres Park.

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

**Staff Changes**: Mrs. Stocker moved the Board approve staff's recommendation to:

- **Hire Alec McClain**, as part time Marketing Intern, on his actual date of hire;
- **Promote Steven Earhart**, from part time Recreation Staff I to Recreation Staff II, on his actual date of promotion;
- **Accept the resignation of Miles Jeffries**, part time Operations Staff I, effective July 31, 2016.

Mr. Herking seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Turchiano, Mr. Herking, Mr. Wolfer, and Mr. Ramsey. (5); No: None. The motion carried unanimously.

#### **Monthly Purchase Order Approval:**

Mr. Turchiano moved the Board approve the following between-meeting Purchase Orders, as presented by Mr. Jordan:

*Mills Fence Co.                      Riverside Park Backstop Repairs                      \$ 12,855.00*

Mr. Herking seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Turchiano, Mr. Herking, Mr. Wolfer, and Mr. Ramsey. (5); No: None. The motion carried unanimously.

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

Mr. Turchiano moved the Board approve the **August, 2016 Financial Reports** and authorize the **Expenditures** as presented by Mr. Jordan. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Turchiano, Mr. Herking, Mr. Wolfer, and Mr. Ramsey. (5); No: None. The motion carried unanimously.

**APPROVAL OF MINUTES:**

Mr. Herking moved the Board approve the minutes from the **August 9, 2016 Regular Meeting** as written. Mr. Wolfer seconded the motion. Voting: Yes: Mr. Herking, Mr. Wolfer, and Mr. Ramsey. (3); No: None. Abstain: Mrs. Stocker and Mr. Turchiano. (2). The motion carried.

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

At 6:54 pm, there being no further business to be brought before this Board, Mr. Herking moved to adjourn the meeting. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Turchiano, Mr. Herking, Mr. Wolfer, and Mr. Ramsey. (5); No: None. The motion carried unanimously.

*I hereby certify that the foregoing are the minutes of the September 13, 2016 regular meeting of the Board of Park Commissioners, which minutes reflect the essence of the meeting and are not verbatim.*

*Emily Armstrong  
Board Clerk*

---

Rob Herking

---

Colin Ramsey

---

Angie Stocker

---

Tom Turchiano

---

Dominic Wolfer