

REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS ANDERSON PARK DISTRICT

November 15, 2016

Tom Turchiano, Vice President, called the regular meeting of the Board of Park Commissioners of the Anderson Park District (“APD”) to order at 6:30 p.m. at Park District Headquarters, 8249 Clough Pike, Cincinnati, OH 45244. Present were Board Members: Angie Stocker, Dominic Wolfer and Colin Ramsey. Rob Herking, President, arrived shortly after the meeting began due to a work obligation.

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

GUESTS: Residents: Jean Wakefield and Lois Key.

PLEDGE OF ALLEGIANCE

Mr. Kushner suggested the Agenda be amended to reflect an opportunity for the public to address the Board in the beginning of the meeting.

AGENDA APPROVAL: Mr. Ramsey moved the Board approve the Agenda as amended. Mrs. Stocker seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Turchiano, Mr. Wolfer, and Mr. Ramsey. (4); No: None. The motion carried unanimously.

Public to Address the Board: None of the guests wished to address the Board at this time.

OLD BUSINESS:

Operating Levy: Mr. Turchiano thanked everyone who supported the APD operating levy passed by voters on November 8, 2016.

Mrs. Stocker additionally thanked the Foundation for Parks and Recreation volunteer members who helped with the effort, as well as Nadine Gelter, Levy Chair, and Harry Fermann, Levy Treasurer.

Mr. Kushner said he is pleased with the margin of the levy passage which increased by six percent compared to the last levy. He said this was the first time Great Parks of Hamilton County ran on the ballot with the APD. The APD’s levy was on the ballot with both the Great Parks’ replacement levy and Anderson Township’s Fire and Safety levy.

NEW BUSINESS:

Greater Anderson Days 2017: Mr. Kushner stated the APD Board needs to decide on the overall direction for the Anderson Days event and that the decision to have, change, or not have the event should not be at the sole discretion of the Foundation for Parks and Recreation Trustees.

Mrs. Stocker said in her opinion the APD owes it to the community to have Anderson Days since the community just passed the APD’s operating levy. While the event will inevitably require some APD subsidy, she believes the APD should focus on minimizing the cost via expense avoidance measures and/or additional revenue generating opportunities. She further stated the APD staff should move

forward with planning for the 2017 event while continuing to determine the details of the partners' involvement.

Mr. Turchiano agreed with Mrs. Stocker and said the 2017 event could serve as a thank you to the community for their continued support of the APD. The partners should be considered as an option in the APD's exploration of expense reduction and/or revenue generation.

Mr. Herking arrived at 6:34 p.m. during the Greater Anderson Days discussion.

Mr. Ramsey stated the Board could decide to contribute the APD's hourly and salaried staff time to the event. He referenced House Bill 361 that allows the APD to make such a contribution to a community event.

Calendar of Events: Mr. Herking invited Ms. Wakefield and Ms. Key to the Anderson Area Chamber of Commerce's Holiday Cheers event at the Coldstream Country Club on December 6th.

Mr. Kushner noted the next regular Board Meeting is December 13th. He invited the Board to attend the Anderson Area Chamber of Commerce's annual Thanksgiving Breakfast on November 22nd. He also highlighted the annual Santa's Workshop on December 10th at the RecPlex. He said winter activities are in full force at the RecPlex including: basketball and volleyball leagues, as well as boot camp and pre-school open gyms.

REQUESTS FOR APPROVAL:

Resolution 2016-06 ~ Removal and Replacement of Levy:

Mr. Herking thanked the community for voting for the APD's operating levy, which continues the APD's existence for another ten years. He said in keeping with the Board's word to the community, the Board will vote on Resolution 2016-06 which will rescind and replace the APD's 2008 operating levy.

Mr. Herking moved the Board approve **Resolution 2016-06, requesting the Hamilton County Auditor remove the APD's current 1.9 mil levy and replace it with the new levy** passed by voters on November 8, 2016, as written in Resolution 2016-04 and as promised by the Board of Park Commissioners.

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.

Staff Changes:

Mrs. Stocker moved the Board approve the resignation of **John Schildknecht**, Operations IV (part time), effective November 14, 2016 and the promotion of **Jeff Campbell**, from Operations II to Operations IV (part time) on his actual date of promotion.

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.

2017 Board Meeting Schedule:

Mr. Herking moved the Board approve the **2017 Board Meeting Schedule** as presented.

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.

2017 Holidays:

Mr. Herking moved the Board approve the **2017 Holidays** 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.

2017 Fees and Charges:

Mr. Kushner stated the 2017 Fees and Charges represent revised shelter rental requirements which will better serve APD customers. Shelter rentals are half price on Fridays, as long as the rental is concluded by 2:00 p.m.

Mr. Herking moved the Board approve the **2017 Fees and Charges** 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.

Mr. Wolfer asked about the APD's Commercial Filming Policy.

Mrs. Armstrong said the policy currently is in place so as to keep good order in the parks. Professional filming companies tend to take over entire park areas, limiting what APD visitors can do in the parks, and often bring in heavy equipment which the APD parking lots are not constructed to support. If someone wanted to get their family portraits taken in their favorite park by a professional photographer of their choice, the APD currently would not require a permit.

2017 Shelter Rental Policies:

Mrs. Stocker suggested staff clarify the section of the Shelter Rental Policies which pertains to fire permits. She asked the section be revised and presented for approval at the next meeting.

2017 Field Use Policies:

Mr. Kushner stated section seven in the Field Use Policies has been revised this year to give the APD the ability to close ball fields. He explained the APD's Ball Field Repair Workshop and Certification process. He said sometimes well-meaning, certified coaches try to get a wet field ready to play, when in fact the field would be better off if they left the field alone. This measure helps the APD prevent unnecessary damage to the ball fields.

Mr. Turchiano moved the Board approve the **2017 Field Use Policies** as presented.

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

2017 All Weather Fields Rental Agreement and Policies:

The Board had a short discussion about the additions to the list of prohibited items for the All Weather Fields at Riverside Park.

Mr. Ramsey moved the Board approve the **2017 All Weather Fields Rental Agreement and Policies** as presented.

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.

2017 Pickleball and Tennis Court Use Policies:

Mrs. Stocker moved the Board approve the **2017 Pickleball and Tennis Court Use Policies** as presented.

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

Mr. Wolfer asked if the APD will be presenting rules or guidelines for how to play disc golf on the new course at Johnson Hills Park.

Mr. Kushner explained the course has opened on a “soft” basis and that additional signage will be added based on visitor feedback. Guidelines for how to play the passive activity will be posted in the bulletin board that will be installed near the first hole on the course in the near future.

Mr. Wakefield asked if the disc golf course at Johnson Hills Park is going to take over the whole park. She said the current portion is used every day by a lot of visitors. She wants the future portion to stay on the same side of the park as the first section.

Mr. Kushner said the APD built part now and will build more in the future. The process to fit in the second nine-hole course will take some time because other larger improvements need to be made before the course can take shape. The APD needs to get the roadway and parking completed first. Staff continues to work on the pond restoration and trails need to be moved by Crooked Stick. He said he anticipates the second nine holes of the course will have limited impact on the existing trails. He said artificial turf was donated for the tee boxes. The signage will grow for the course, including arrows to the next hole, and other minor information. He further stated there was a significant number of volunteer hours contributed to the course design and construction. The volunteers continue to work with the APD to provide this opportunity for all of the community to enjoy.

Re-Appropriation of the Budget ~ RecPlex Doors:

Mr. Kushner stated the RecPlex doors from the gym to the patio were identified as the priority to fix immediately to keep the facility operational.

Mr. Herking moved the Board approve the re-appropriation of the budget in order to transfer \$40,000 from the Employee Vacation/Comp expense account, 100-610-250-5015, to the RecPlex Operations expense account, 1000-610-420-9013, bringing the RecPlex Operations budget line item to \$44,500. 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.

2017 Budget:

Mr. Jordan presented the 2017 Budget draft for the Board’s review.

Mr. Kushner said the biggest project in 2017 is the entrance and driveway for Johnson Hills Park.

Mr. Herking asked for clarification on a few items, including more detail on district-wide office equipment.

Mr. Jordan said he will provide a detailed breakdown for the Board regarding the office equipment account. He further offered to explain or provide additional information on any items about which the Board has questions.

Mr. Kushner said the budget will be presented for the Board's approval at the December meeting.

Monthly Purchase Order Approval:

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

<i>Wendling Printing Co.</i>	<i>Winter Park Guide</i>	\$ 5,901.00
<i>A.L. Miller Plumbing</i>	<i>Water Line for Clear Creek</i>	\$ 9,800.00
<i>Dura Bond Electrostatic</i>	<i>Paint Fencing Riverside</i>	\$17,400.00
<i>Rack Seven Paving Co.</i>	<i>Juilfs Park Basketball Court</i>	\$16,000.00
<i>Hotsy Equipment Co.</i>	<i>Pressure Washer & Attachments</i>	\$ 5,573.73
<i>Advanced Turf Solutions</i>	<i>440 Bags of Fertilizer</i>	\$ 5,896.00
<i>Meyer Windows Doors & More</i>	<i>Windows for Juilfs Park Office</i>	\$ 6,732.00

Mr. Ramsey 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. Herking moved the Board approve the **October, 2016 Financial Reports** and authorize the **Expenditures** as presented by Mr. Jordan.

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.

APPROVAL OF MINUTES:

Mr. Herking moved the Board approve the minutes from the **October 11, 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: Mrs. Wakefield asked for clarification on where the future portion of the disc golf course is planned at Johnson Hill Park. She said she believes the APD did a good job separating the first portion from the rest of the park. She does not see where the other portion will go and does not want disc golf to take over the whole park.

Mrs. Key asked if the whole park is going to be a disc golf course and if the APD is going to buy other houses adjacent to Johnson Hills Park. She said the APD did a quick job of taking down the house on the last property purchased on Little Dry Run.

Mrs. Stocker said the current disc golf course is serving a lot of people and resides on approximately ten acres. She believes the next nine holes is likely to use the same amount of space, and since Johnson Hills Park is 139 acres, she believes there is plenty of space for the second portion.

Mr. Kushner said he wants to let the park grow to incorporate the Phase I improvements. The second nine holes of the disc golf course is on the back-burner until some of the other improvements are in place. He cannot tell her exactly where each of the nine holes will go because infrastructure improvements will influence where it makes sense to put the nine holes. The Phase I improvements include the roadway, parking area, electric and water line upgrades, sewer/restrooms, trail

improvements as well as the other items listed on the Phase I plan. The APD will continue to plant trees and make the park accessible as a public park for the community to enjoy. The park has evolved in stages and pieces and it will continue to do so over time. Johnson Hills Park is close to 140 acres and if 20 acres has disc golf, there are still 120 acres remaining without disc golf. The Board's priority for land acquisition is for properties adjacent to existing parks. He further stated the APD cannot pay more than the appraised value for properties.

At 7:21 pm Mrs. Stocker moved the Board adjourn into Executive Session to discuss employee compensation. Mr. Wolfer seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Turchiano, Mr. Herking, Mr. Wolfer, and Mr. Ramsey. (5); No: None. The motion carried unanimously.

The Board asked Mr. Kushner and Mrs. Armstrong to exit the Executive Session during a portion of their discussion.

At 7:58 pm Mr. Wolfer moved the Board adjourn the Executive Session and re-open the regular meeting. Mr. Ramsey seconded the motion. Voting: Yes: Mrs. Stocker, Mr. Turchiano, Mr. Herking, Mr. Wolfer, and Mr. Ramsey. (5); No: None. The motion carried unanimously.

Mrs. Stocker moved the Board approve the 2017 Part Time Wage Ranges as proposed. 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.

Mr. Herking moved the Board approve \$52,385.58 to be used for salary increases and performance awards for full time employees, based on the performance evaluations of the employees at the discretion of the Executive Director and furthermore, to approve for Mr. Kushner a 2% salary increase and a \$5,000 performance award. 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.

Mr. Herking moved the Board approve for each full-time employee an additional half-day holiday to be used by January 6, 2017 as a reward for a job well done in 2016. 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.

At 8:01 pm, there being no further business to be brought before this Board, Mrs. Stocker moved to adjourn the meeting. Mr. Wolfer 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 November 15, 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