

**PARK BOARD
CITY OF CIRCLEVILLE
104 EAST FRANKLIN STREET
CIRCLEVILLE, OH 43113
(740) 477-8224**

Monday, April 15, 2019
City Hall Council Chambers

MINUTES

Members Present: Larry Logan, Saunie Hinton and new member Chad Kiser; Clerk Brenda Short.

Don Sherman called the meeting to order at 4:00 p.m. He introduced the new member.

Approval of Minutes:

Saunie Hinton made a motion to approve the January 2019 meeting minutes as submitted and Larry Logan seconded the motion. The motion carried.

Election of Officers:

Don Sherman explained that the President will also service on the Planning and Zoning Board which meets on the first Wednesday of every month at 6:00 p.m.

Saunie Hinton made a motion to nominate Larry Logan as the President and Chad Kiser seconded the motion. Unanimous votes. Motion carried.

Saunie Hinton made a motion to nominate Chad Kiser as the Vice President and Larry Logan seconded the motion. Unanimous votes. Motion carried.

President's Report:

Larry Logan stated he had received emails from some of the volunteers at MVCH Park. They do not have enough volunteers that can lock the gate at night and there have been issues with people coming through there.

Chad Kiser stated that he knows that Sister Monica does it one night a week.

Larry Logan stated that since she has been ill, for a while the gates have not been locked. They are inquiring if the Police Department can lock it every night.

Don Sherman stated he would discuss at Department Head Meeting tomorrow with the Chief and see what he thinks. He stated that no other park gets locked. There are advantages and disadvantages of it being locked. If it is locked, the Police do not go back there. If it is unlocked, then anyone could go back there.

Mr. Logan stated maybe you can inquire if the Police could have a key then they could lock it.

Mr. Sherman stated they would require numerous keys because there is more than one officer on patrol. He stated he would ask the Chief tomorrow to see what he thinks.

Mr. Logan stated that some people took a structure that was in the park and used it for firewood. Jim Edman caught them and told them they could not do that. There were also people there at the fire pit smoking and he told them they were not allowed to smoke in the parks. There have been times when confrontations have happened. Don will send a copy of the rules and regulations to Mr. Logan and Mr. Kiser. The only people that can cite about smoking is the Police and it is best to notify the Police if someone is smoking in the Park. City employees can ask them to put it out and they can be banned from the park for a period of time.

Mr. Logan stated another issue was the burn that was supposed to take place. It has not taken place as of yet.

Mr. Sherman stated yes it has and he will address it under his report.

Separately from the Park Commission, Mr. Logan has put together Ted Lewis Park Project Committee to renovate Ted Lewis Park and raise funds to do that. There is a meeting at 8:00 a.m. on Thursday morning at PCCF Office on Court Street. Herald Square first office on the right. Mr. Logan invited all members of the Park Commission to attend. They will discuss how to market this and plan to try to raise a million dollars. The meeting is to discuss putting together marketing materials that we need to go out and go person to person and ask for help.

Saunie Hinton asked what is going on at this time at Ted Lewis.

Mr. Logan stated not a whole lot right now. There is a whole plan of what is going to be done and the stages that City Council approved in 2015. Mr. Logan stated he will get a copy of the plan which describes line item by line item and what it will cost to Saunie and to Chad. Basically, we are trying to re-configure the park to give the kids something to do.

Mr. Sherman stated he had given everyone a set of the plans last fall. Saunie stated she doesn't think she received a copy.

Mr. Logan explained he is asking Long Term Planning Committee to put basketball courts back in the back corner so people don't complain about the noise and then in the front, Don Coye, Administrator for Crossroads Church, has offered to give us a really first class professional skate board park that he has on the back of a flatbed truck he brought from Virginia and that could go

up in the front where the parking lot is. We have trees that need to go in there, along with paths, etc. It is a long term project.

Saunie Hinton inquired where the restrooms would be going.

Mr. Sherman stated they will go where the splash pad will be.

Service Director's Report:

Mr. Sherman stated since the last meeting, last fall we applied for the Land and Water Conservation Fund that ODNR has. We applied for matching Ted Lewis Funds. City Council is giving us \$100,000 a year to use toward Capital in the Parks, preferably all goes toward Ted Lewis. We asked for \$100,000 match for that. We also applied for \$150,000 match for Barthelmas Park. We did not get either grant. There was \$20 million available and they had request for \$40 - \$50 million. They were looking more at land acquisition and trails.

In Ted Lewis this year we will just try to get infrastructure done which means the area where Shelter House #2 is at up to tennis court. We will get the dirt moved, build up and get sewer and water where the Splash Pad and restrooms go. That is all that will be done there this year. That should be about \$107,000.

Mr. Logan inquired if we could use money from the Mayor's Cup. Mr. Sherman stated that money is usually used for smaller projects. Last year we bought bleachers and fixed Shelter House #3. Shelter House #2 needs some of the poles replaced, so we could use some of those dollars for that.

Mr. Sherman stated the road in Ted Lewis is now open.

He stated we did attempt the burn at MVCH Park on Saturday. It was too green and there wasn't enough dead stuff to take fire and go. He stated he is meeting with the Pheasants Forever Wednesday and they are going to offer some suggestions. They can chemical treat it, but that doesn't encourage the growth that the fire does. It will probably be next spring when we schedule the burn.

Mr. Sherman stated we have updated some of the Park Forms. We had a place for Park Board approval and signatures on Request for Improvement but there was no approval or signature required on Request for Use. We have updated the forms so they have a place for Park Board approval and signatures.

Brenda reminded Saunie that she still needs to submit the forms for soccer.

With the budget for this year, the parks ball field lights will not be turned on. This will be for all parks.

Larry Logan stated then that mean all games and practices must be done by dark.

Mr. Sherman stated that June, July, August, September and October light bills run about \$2,000 per month. He stated he will be sending letters out to each of the sporting groups this week.

FOTCP Report:

No one was present to make a report.

Public Comments:

None

New Business/Old Business:

Youth Sports Schedules & Applications:

Pee Wee Football is requesting to use Ted Lewis Athletic Field & Concession Booth July 1, 2019 – November 1, 2019 from 5:00 pm – 9:00 pm. Liability insurance is attached. Chad Kiser made a motion to approve the request and Saunie Hinton seconded it. Motion carried.

Circleville Youth Baseball is requesting to use Barthelmas Athletic Field and Concession Booth during daylight hours April 1, 2019 – August 1, 2019. Liability insurance is attached. Chad Kiser made a motion to approve the request and Saunie Hinton seconded it. Motion carried.

Circleville Girls' Softball is requesting to use Ted Lewis Athletic Fields from 5:00 pm – 7:30 pm April 1, 2019 – July 31, 2019. Liability insurance is attached. Saunie Hinton made a motion to approve the request and Chad Kiser seconded it. Motion carried.

Alzheimer Association Request for Food Truck:

They were at last month's meeting but there were not enough members present to hold the meeting.

Lindsey Collins from the Alzheimer's Associated stated they would like to have a food truck, Underdogs from Williamsport at their event. They would sell items before and during the walk. The Alzheimer's Walk is August 24, 2019 in Mary Virginia Crites Hannah Park. They had 700 walkers last year. They have heard requests for more than just water and Underdogs will be able to supply other options to purchase.

Mr. Logan stated the Alzheimer Association is responsible for making sure all the trash is picked up and bagged. Mr. Logan also stated he is President of the Condo Association across the street and the noise from the DJ last year was so loud. He received numerous calls from the owners complaining about the noise. He is requested that the volume be tuned down this year. Especially for the early opening ceremony and then turn it up a few decimals later.

Lindsey Collins replied that they have a new DJ this year and she will inform him about the request in reference to the noise.

Chad Kiser made motion to approve the request for the food truck and Saunie Hinton seconded. Motion carried.

Kiwanis Easter Egg Hunt:

Circleville Kiwanis is requesting to use Shelter #1 for their annual Easter Egg Hunt on April 20th for two hours in the morning. They were concerned because they were told they would have to reserve all the shelters for the entire day.

Mr. Sherman stated that is correct. When an organization is renting a shelter in a park for an open to the public event, then they must reserve all shelters and it is for the entire day at Ted Lewis and Barthelmas parks. Mr. Sherman stated that is part of the new rules for the parks. Mr. Sherman stated the rates are codified by City Council

They are also requesting that their fees be waived. Saunie Hinton made a motion to approve to waive the fees for the shelters for the Kiwanis Easter Egg Hunt on April 20, 2019. Chad Kiser seconded. Motion carried.

Circleville Fire Department Easter Egg Hunt:

The Circleville Fire Department is requesting their rental fees be waived for April 19, 2019.

Chad Kiser made a motion to waive the fees for park rental and Saunie Hinton seconded. Motion carried.

Pickaway County Master Gardeners Training:

They are requesting the rental fees for the Starkey Building be waived for a training they are putting on from 9:00 am – 2:00 pm on May 2, 2019. There are 25 – 30 attending. This is for Friends of the Park training.

Mr. Sherman stated that we have worked with them to use a shelter house when possible and waived those fees. For this particular event they are requesting to use the Starkey Pavilion. They do not charge for the training.

Mr. Logan stated he is ok with waiving the fee if they are not charging for this.

Chad Kiser made a motion to waive the rental fees for the Starkey Pavilion and Saunie Hinton seconded the motion. Motion carried.

Friday in the Park:

Mr. Sherman stated traditionally Friday in the Park has always been at Ted Lewis Park. With the construction, etc. going on there, it was suggested to Brenda that it be moved to MVCH Park for the next couple years during the construction at Ted Lewis. She is going to work with PICCA to see if they will provide transportation from Ted Lewis to MVCH Park.

Mr. Logan inquired if they would be using the Starkey Pavilion or a shelter. He thought it would be fine to waive fees if it was a shelter and not the Starkey Pavilion.

Brenda stated last year the attendance was down and they thought it might help grow the event since the splash pad is there and the children could go there after the event.

Mr. Sherman stated that Dairy Queen is donating dilly bars for the events and once that word gets out, he feels more children will attend.

Saunie Hinton made a motion to waive the fees and move Friday in the Park event to MVCH Park during construction at Ted Lewis. Chad Kiser seconded the motion. Motion carried.

Adjournment:

Saunie Hinton made a motion to adjourn and Chad Kiser seconded. Motion carried, and meeting was adjourned at 4:40 pm.

The next meeting will be May 1st at 4:00 pm.

Submitted by Brenda Short