

METROPARKS OF BUTLER COUNTY
BOARD OF PARK COMMISSIONERS
REGULAR MEETING MINUTES
Thursday, August 19, 2021

The MetroParks of Butler County Board of Park Commissioners met in regular session on Thursday, August 19, 2021, in the Lakeview Room-Ronald Reagan Lodge at Voice of America MetroPark, 7850 VOA Park Drive, West Chester Township, OH 45069-2938.

I. - Call to Order

The meeting was called to order at **8:30a.m.**, by **President Daryl Nelson**.

II. - Roll Call and Agenda

Members present for purposes for roll call were: **Mr. Daryl Nelson and Ms. Cynamon Trokhan. Mr. Greg Amend was absent at the opening of this meeting due to an unavoidable delay, but arrived at 10:00 am in time to participate in the last sections of the meeting.**

The Board worked from the following agenda:

AGENDA

- I. Call to Order –8:30 a.m.**
- II. Roll Call**
- III. Public Comment Regarding Agenda Items ***
- IV. Approval of Minutes – July 15, 2021 Regular Meeting**
- V. Consent Agenda ****
 - a. Financial Reports – Ratify, Acknowledge, Modify and/or Approve as noted
 - (1) Donations Report
 - (2) Summary of Transfer and Budget Modification
 - b. Schedule of Payables – Ratify and/or Approve July 2021 & Revised June 2021
 - c. Employment Activity Reports
 - d. Notice of Special Event Contracts and Athletic Field Use Licenses
 - e. Notice of Temporary Closure Order for Gilmore MetroPark Phase 1 – Acknowledge Receipt of
 - f. Notice of Temporary Closure Order for Gilmore MetroPark Phase 2 – Acknowledge Receipt of
 - g. Notice of Temporary Closure Order for Angst Preserve – Acknowledge Receipt of
 - h. Notice of Temporary Closure Order for Rentschler Forest, Timberhill/GMRT Area – Acknowledge Receipt of
 - i. Change Order #05 for VOA North Athletic Fields Construction Contract (#2020-002) with D.E.R. Development Co., LLC. – Ratify and/or Approve
 - j. Ratify Bulk Electric Service Contract – Ratify and/or Approve

VI. Old Business

- a. Monthly Public Safety Activity Summary Report
- b. Monthly Community and Park Relations Summary Report-Abbreviated
- c. Monthly Operational Services, Park Connections and Visitor Services Summary Report
- d. Monthly Workplace Talent Management Summary Report
- e. American Rescue Program Act Update – Final Project Requests & Presentations
- f. Other-Miscellaneous from Board or Administration

VII. New Business

- a. Fund to Fund Correction – Resolution to Rectify Error of Misapplied Interest
- b. Resolution to Apply Unencumbered 2020 Carryovers into 2021 Budget
- c. Fund to Fund Transfer – Resolution to Implement a General Fund to Bond Retirement Fund Transfer
- d. Angst Nature Preserve Fund - Resolution to Appropriate Grant Funding into 2021 Budget
- e. Resolution to Adopt an ODOT Local Public Agency Federal Local – Let Project Agreement for Miami 2 Miami Trail Project at Gilmore MetroPark
- f. Revised Procurement Policy Updating Employee Purchasing Authority to Match Previously Revised Pay Grades
- g. Reconsideration of Unfunded Projects – Use of 2021 General Fund Unappropriated Balance
- h. Options for Future Use of Former Golf Course Clubhouse at Elk Creek MetroPark
- i. Other-Miscellaneous from Board or Administration

VIII. Executive Session

- a. Land Acquisition/Purchase and/or Sale of Real Property
- b. Personnel Matters – Employment, Compensation and/or Promotion of a Public Employee
- c. Pending Litigation

IX. Miscellaneous Relative to Executive Session

X. Adjournment

III. - Public Comment Regarding Agenda Items - None

IV. - Approval of Minutes

July 15, 2021 Regular Meeting

MOTION: To approve the minutes of the July 15, 2021 Regular Meeting as presented by staff to the Board.

Ms. Trokhan moved, seconded by Mr. Nelson.

Motion No. 64.21

Vote:

- Mr. Nelson - Aye
- Ms. Trokhan - Aye
- Mr. Amend - Absent

The presiding officer declared the motion carried unanimously.

V. - Consent Agenda

MOTION: Following discussion, **to enact the blanket approval, acceptance, acknowledgment of receipt, and/or ratification of all items listed** in the Consent section of the meeting agenda for the August 19, 2021, Board meeting which have not previously or more specifically been approved or accepted, acknowledged, and/or ratified otherwise by the Board; including, but not limited to, motions listed and any modifications to those motions made during this meeting; including any actions on budget modifications (account transfers within a Fund) and/or changes to employee status or compensation previously taken by the Executive Director and the Executive Director's previous actions related to payments and/or contracts all as recorded in the minutes adopted by the Board or on documents referred to in these minutes hereinafter, including Agenda Items **V.a. through V.j.** (a.k.a. the Consent Agenda); and finally, instructing the Executive Director to take such actions as are necessary to implement the intent of the Board in any and all of these matters. See documents in the Proceedings Book of the Board.

Discussion During the Meeting:

A Board member asked how the public is notified of the temporary closures at Gilmore or other park areas. Mr. Latham stated that signage has gone up on site (or will generally go up), as well as by updates provided on the MetroParks website and on its social media pages. There was a question about the modern farm equipment that is still in a barn at the Angst Farm real estate, which has been leased by the MetroParks and is under contract for purchase by the Park System. Mr. Latham stated that due to the current farming lease and the purchase agreement, farming by the tenant farmer will still take place there until 2022. MetroParks will assume that farm lease at the property closing. A question was asked about the status of property taxes for the Angst property. Mr. Granville stated that there will be a small payment due to the owner at closing by MetroParks by virtue of the short term general lease for the property between the MetroParks and Three Valley Conservation Trust (the current owners of the land), but in regard to the purchase, the sales agreement with Three Valley provides for who pays the taxes. They will be prorated based on the closing date. After closing, MetroParks will file for property tax exemption status for the lands involved as soon as state regulations allow.

As noted below, Ms. Trokhan moved for approval of the items on the Consent Agenda, seconded by Mr. Nelson.

Motion No. 65.21

Vote:

Mr. Nelson - Aye
Ms. Trokhan - Aye
Mr. Amend - Absent

The presiding officer declared the motion carried unanimously, thereby approving and/or ratifying and placing on file the following:

- V.a. - (1) Donations Report- **Approved - no separate action.****
- V.a. - (2) Summary of Transfer & Budget Modification - **Approved - no separate action.****
- V.b. - Schedule of Payables (July 2021 & Rev. June 2021) - **Approved - no separate action.****
- V.c. - Employment Activity Reports- **Approved - no separate action.****
- V.d. - Special Event and Contracts and Athletic Field Use Licenses – **Approved-no separate action.****

To ratify and place on file:

- d. Special Event Contracts and Athletic Field Use Licenses
 - (1) Special Event Contracts and/or Associated Sales or Commercial or Other Permits
Pending Board Action-NONE
 - (2) Approved Special Event Contracts-Information ONLY
 - (a) USA Triathlon of Colorado - Youth & Junior National Championship, July 27, 2021 – August 1, 2021 VOA (Repeat)
 - (3) Approved VOA Athletic Complex License Contracts-Information ONLY - NONE
 - (4) Approved Practice Field Contracts-Information ONLY - NONE

In written information about this agenda item that had been prepared and provided to the Board in the current pre-meeting information packet, Executive Director, Mr. Granville wrote that Board approval, ratification and/or acknowledgment of receipt is required for most items included on the Consent Agenda section of the meeting agenda if only so that the official record reflects Board intent and/or staff compliance with internal and external rules or policies. However, he noted that any Consent Agenda item may be removed from group approval at the request of any Board Member and considered separately. No items were considered separately during this meeting, but had any item in the Consent Agenda been acted on separately the individual draft motions or other motions crafted by the Board and information below which all now stand approved or ratified and/or placed on file, would have applied.

VI. - Old Business

VI.a. Monthly Public Safety Activity Summary Report

Discussion During the Meeting: Chief Ranger, David VanArsdale provided a monthly Division of Public Safety Report which was included in the pre-meeting packet and which was distributed to Board Members prior to the meeting. Chief VanArsdale stated that there have been no significant challenges dealt with by the Division of Public Safety over the past month.

See Chief VanArsdale’s monthly report in the Proceedings Book of the Board.

VI.b. Monthly Community and Enterprise Initiatives Summary Report- Abbreviated

Discussion During the Meeting: Supervisor of Community and Park Relations, Katie Ely provided a monthly Division Report which was included in the pre-meeting packet and which was distributed to Board Members prior to the meeting. Ms. Ely stated that the Division report will no longer be abbreviated as had been the case before the position she now occupies had been filled. Included in the report are a few news articles that ran in June and July about the pending MetroParks Replacement levy. A Board member asked if MetroParks staff had received anything positive or negative about the levy. Ms. Ely stated that everything that she has heard or seen has been positive. Mr. Granville stated that the MetroParks levy may be the only county wide issue on the ballot this fall.

A Board member asked about the split of pending projects and tasks between the Division of Community and Park Relations (supervised by Katie Ely) and the revised functions of the Visitor Services Division (supervised by Rhiana Barrero). Mr. Smith stated that he would elaborate during his report later in the Board meeting.

See the report in the Proceedings Book of the Board.

VI.c. Monthly Operational Services, Park Connections and Visitor Services Summary Reports

Discussion During the Meeting: Deputy Director Chad Smith commented on the monthly Operational Services, Park Connections and Visitor Services Summary report which was included in the Board's pre-meeting packet prior to the meeting. Mr. Smith stated that the Operations Division has been making a big push on invasive plant species control including: honeysuckle, thistle and callery pear. Another big fall project in the Land Stewardship group Mr. Smith noted, will be progress with the propagation of native seeds. A hoop greenhouse will be installed at the Forest Run Operation Center soon. The Friends of MetroParks group will be paying for a portion of the cost as a donation with MetroParks paying the difference. In the Visitor Services Division, Mr. Smith introduced Rhianna Barrero to the Board as the new Supervisor of Visitor Services. Ms. Barrero, he noted is currently spearheading research to replace the current reservation software. The timeline for the replacement is to have an RFP this fall and the purchase to occur in 2022. The current software is old, clunky and not user friendly. The new program will handle all shelter rentals and facility rentals as well as program registration. One of the functions that the addition of the Supervisor of Visitor Services will now facilitate is that she and the Visitor Services Division (VSD) will now handle the management of the Ronald Reagan Lodge at VOA. The VSD Team is currently working on determining best practices which will help the park system to decide how to utilize the facility in the future. Mr. Smith continued noting that this year's USAT triathlon is now behind us. The event which was held at VOA in July went well with great collaboration between the Operations and Visitor Services Divisions.

In other news, staff in the Park Connections Division is excited to be back to in-person programming and is now fully staffed. The Division's top priority is in-person programming and School groups have already begun to contact MetroParks about fall field trips.

The short term lease for the Angst Nature Preserve which the Board approved at a previous meeting has been executed and as a result Operations staff has begun cleaning up the area and is also researching the best way to stabilize the barn as well as planning for a new parking area. A Board member mentioned he could share contact information about an experienced Amish crew that may be available to do work to stabilize the Angst barn.

The Hump Day Concert Series was more successful in July than earlier this summer as the weather was more cooperative Mr. Smith noted. Most of the feedback on the new 2021 location of the concerts at the Athletic Complex site has been positive. Park Connection Division staff plan to review that location before the 2022 concert series is scheduled, Mr. Smith said. Having a concessionaire on site (in the nearby Fieldhouse), with plenty of restrooms, and the greater ability for the audience to spread out makes the Athletic Complex location a great site.

He continued by stating that the 2021 Crazy Cardboard Regatta is scheduled for September 11th having been rescheduled from its regular July timeframe due to pandemic concerns. Miami University will be hosting a Veterans 5k run/walk on that same day also at VOA. Both events however, depend on significant numbers of preregistered participants and might not occur if interest is not sufficient.

A Board member asked about recent visitor vehicle tracking counts. Matt Latham, Park Planner/Program Manager stated that MetroParks visitation currently is up 20% from this time last year. The majority of the YTD increase is driven by activity at the Athletic Complex which had been restricted due to the pandemic at this time last year, he noted. He estimated that by the end of 2021 attendance across the park system will hit a total of 1.3 – 1.4 million annual visitors.

See Mr. Smith's monthly report in the Proceedings Book of the Board.

VI.d. Monthly Workplace Talent Management Summary Report

Discussion During the Meeting: Supervisor of Workplace Talent Management Jaime Kimbrough submitted a monthly Division Report which was included in the Board's pre-meeting packet prior to the meeting. Ms. Kimbrough stated the park system has been doing a lot of hiring to fill positions lost during the pandemic. A lot of time has been spent on recruitment, job postings, and onboarding new employees. The new NeoGov onboarding software should be up and running this September and work on the OuterSpatial software continues, she noted. She also stated that she is working on the migration plan to move all digital operations and data from MetroParks' outdated servers to the cloud as budgeted. Most of MetroParks' vacant positions have been filled. Mr. Granville stated that moving some part time positions to full time has helped with recruitment.

A Board member suggested that MetroParks have a program to identify and develop the talents of internal candidates who might be promoted from within in the future. Although this has been done with some executive development training more could be done, commented Mr. Granville.

See Ms. Kimbrough's monthly report in the Proceedings Book of the Board.

VI.e. American Rescue Program (ARAP) Act Update

Discussion During the Meeting: Park Planner/Project Manager Matt Latham reviewed for the Board the PowerPoint programs which were delivered at the Butler County Commissioner's meeting as part of the MetroParks efforts to support its request for \$9.5 million in ARPA Funding for two projects.

A Board member stated she really liked the MetroParks' proposals and the way that staff had supported them with details. Mr. Latham stated there is/was a lot of excitement surrounding the proposal to close the gaps in the Great Miami River Trail and that at least one County Commissioner was very excited about the Park enhancement plan for the west side parks.

There was short discussion on the economic benefit reported about the Dayton Trail system. A Board member asked how far it is from Hamilton to the Middletown segment that we (MetroParks) currently manage. Mr. Latham stated that it is about 10 miles.

In relating the project funding requests to the ARPA guidelines, there was discussion on a resident's likely outcomes of a Covid infection. If you live by a bike or pedestrian trail you are more likely to be active and therefore, more likely to have a better outcome should you become exposed to Covid 19 Mr. Latham stated in his presentations. Also, having a completed trail would provide safer off-road option for any user as opposed to riding or walking along a public street or road. The completed trail would also allow those in disadvantaged communities access to employment. If funded, MetroParks could have the trail project complete by 2024.

Mr. Granville shared that there will be a ribbon cutting event on September 2, 2021 for the new section of the Great Miami River Trail (GMRT) that was just completed at the Franklin gap along State Route 73.

See Copies of the ARPA Request Forms which were submitted to the County Commission in the Proceedings Book of the Board.

VI.f. Other-Miscellaneous from Board or Administration

None.

VII. – New Business

VII.a. Fund to Fund Correction – Resolution to Rectify Error of Misapplied Interest

Motion: To approve the Fund to Fund Correction as presented to the Board by administrative staff thereby approving a resolution directing the county auditor to correct an error of misapplied interest and to direct that an inactive MetroPark Fund be closed thereafter. Further, to instruct the Executive Director to take such action(s) as he deems necessary to implement the intent of the Board in this matter.

In materials submitted to the Board in its pre-meeting packet Mr. Granville had written an error made at the County Treasurer's office at the end of 2020 resulted in Funds being deposited into a MetroParks controlled Fund. The mistake shouldn't have been possible had County Auditor's personnel not failed to follow the 2019 direction of the Board of Park Commissioners to close an inactive Fund. After review and verification, it was determined that action on the part of the Board of Park Commissioners to appropriate the deposited funds (and all interest that they have earned while in a MetroParks Fund) and then transfer the money wouldn't be required. However, a Resolution would be adequate to fix the problem.

Discussion During the Meeting: In order to correct the error made by the County Treasurer's staff, the simplest way is the method proposed above in the draft motion, Mr. Granville commented. Taking no action would result in the funds being unspendable by MetroParks or the County commented Mr. Granville.

Ms. Trokhan moved to approve the motion above. The motion was seconded by Mr. Nelson.

Motion No. 66.21

Vote:

Mr. Nelson - Aye
Ms. Trokhan - Aye
Mr. Amend – Absent

The presiding officer declared the motion carried unanimously

VII.b. Resolution to Apply Unencumbered 2020 Carryovers into 2021 Budget

MOTION: To approve a Resolution as presented by Administrative Staff to appropriate unencumbered 2020 Carryover amounts into the 2021 Budget in the amounts and into the accounts as detailed in the Resolution. Further, to instruct the Executive Director to take such action(s) as he deems necessary to implement the intent of the Board in this matter.

Discussion During the Meeting: As was generally anticipated in the 2021 Budget the Board is asked to undertake approval of an annual routine resolution to allow the use of dollars which were unspent in the previous year which in this case would be 2020 as indicated by Mr. Granville who had commented in written material submitted to the Board in its pre-meeting packet and also at the meeting.

Ms. Trokhan moved to approve the above motion. Mr. Nelson seconded the motion.

Motion No. 67.21

Vote:

Mr. Nelson - Aye
Ms. Trokhan - Aye
Mr. Amend – Absent

The presiding officer declared the motion carried unanimously.

VII.c. Fund to Fund Transfer – Resolution to Implement a General Fund to Bond Retirement Fund Transfer

MOTION: To approve a Resolution as presented by Administrative staff to transfer cash from the MetroParks General Fund to the Bond Retirement Fund involving the accounts and in the amount detailed in the resolution. Further, to instruct the Executive Director to take such action(s) as he deems necessary to implement the intent of the Board in this matter.

Discussion During the Meeting: As anticipated in the 2021 Budget and as is necessary to meet the Bond debt Service obligations of the Board, the Resolution enabled transfer is required Mr. Granville had commented in pre-meeting material provided to the Board and which he also re-stated at the meeting.

Ms. Trokhan moved to approve the motion above. Mr. Nelson seconded the motion.

Motion No. 68.21

Vote:

Mr. Nelson - Aye
Ms. Trokhan - Aye
Mr. Amend – Absent

The presiding officer declared the motion carried unanimously.

VII.d. Angst Nature Preserve Fund Resolution to Appropriate Grant Funding into 2021 Budget

MOTION: To approve a resolution as presented by Administrative staff to appropriate Clean Ohio Grant Funding for the acquisition of the future Angst Nature Preserve MetroPark located in Wayne Township, Butler County, Ohio in the amount indicated in the resolution. Further, to instruct the Executive Director to take such action(s) as he/she deems necessary to implement the intent of the Board in this matter.

Discussion During the Meeting: As is customary with this grant program, even though the grant funds will be sent by the State of Ohio directly to our escrow agent to pay out at closing, State accounting rules require that the Board appropriate the funds sent to escrow on the MetroParks behalf. They will be shown as memoed-in and then memoed-out in our accounts as Mr. Granville had written in materials sent to the Board in it's pre-meeting packet and to which he referred to at the meeting.

Ms. Trokhan moved to approve the motion above. Mr. Nelson seconded the motion.

Motion No. 69.21

Vote:

Mr. Nelson - Aye

Ms. Trokhan - Aye

Mr. Amend – Absent

The presiding officer declared the motion carried unanimously.

VII.e. Resolution to Adopt ODOT Local Public Agency Federal Local – Let Project Agreement for Miami 2 Miami Trail Project at Gilmore MetroPark

MOTION: To approve a resolution as presented by staff to approve and instruct the MetroParks Executive Director to execute the Local Public Agency Federal Local – Let Project Agreement (LPA) on behalf of the Board of Park Commissioners, thereby enabling the use of Federal and/or State funding for the Miami 2 Miami Trail Connection (aka “Extension”) project (P.I.D.# 109757) at and adjacent to Gilmore MetroPark and to approve the resolutions as presented by administrative staff so stating.

Further, to instruct the Executive Director to take such action(s) as he deems necessary to implement the intent of the Board in this matter.

Discussion During the Meeting: In order to access grant funding (a value of \$1,250,000) for the project State and/or Federal regulations require Board approval of the resolution in the standard ODOT format which is attached Mr. Granville commented in material presented to the Board in its pre-meeting packet and to which he alluded to at the meeting.

Ms. Trokhan moved to approve the motion and resolution above. Mr. Nelson seconded the motion.

Motion No. 70.21

Vote:

Mr. Nelson - Aye

Ms. Trokhan - Aye

Mr. Amend – Absent

The presiding officer declared the motion carried unanimously.

VII.f. Revised Procurement Policy Updating Employee Purchasing Authority to Match Previously Revised Pay Grades

MOTION: To approve the revisions to the MetroParks Procurement Policy as presented to the Board by administrative staff, thereby updating employee purchasing authority to correspond to the revised compensation (pay) ranges (and grades) recently approved by the Board, etc. Further, to instruct the Executive Director to take such action(s) as he deems necessary to implement the intent of the Board in this matter.

Discussion During the Meeting: Purchasing limits for an employee have always been tied to the pay grades as listed on an Employee Pay Range document as approved by the Board. Mr. Granville had explained in the pre-meeting material provided to the Board and which he alluded to at the meeting. When a new revised pay range chart was adopted at the July Board meeting, one result was a need to review and up-date the purchasing powers of the staff which are based on the employee grades listed on the pay range chart he noted. Supervisor of Financial Services, Yamini Patel and Executive Director Granville commented that the proposed changes noted on the attached revised procurement policy documents which were provided to the Board are necessary to correctly correspond to the changes the Board approved at a previous meeting and to make minor update adjustments for inflation, etc. in purchasing authority.

Ms. Trokhan moved to approve the motion above. Mr. Nelson seconded the motion.

Motion No. 71.21

Vote:

Mr. Nelson - Aye
Ms. Trokhan - Aye
Mr. Amend – Absent

The presiding officer declared the motion carried unanimously.

VII.g. Reconsideration of Unfunded Projects – Use of 2021 General Fund Unappropriated Balance

MOTION: Following any necessary adjustment in the most recent certificate of Estimated Financial Resources by the County Budget Commission, to appropriate from the current unappropriated General Fund Balance into the accounts indicated and in the amounts shown on the entire list of possible expenses provided by MetroParks Administrative staff to the Board of Park Commissioners on August 19, 2021 amounting to a total of \$560,400.00 and also authorizing the Executive Director to enter into contracts, purchase and order payments when contracts are completed for items on the Board approved list without further action of the Board in order to expedite and put to use the funds appropriated as soon as possible. Further, to instruct the Executive Director to take such action(s) as he deems necessary to

implement the intent of the Board in this matter.

Discussion During the Meeting: During the meeting Mr. Granville alluded to the comments he had made in material presented to the Board in its pre-meeting packet including the following statements. “Based on discussions at the July 15, 2021 Board meeting, staff promised to identify possible 2021 productive uses for the current and unappropriated balances presently available in the General Fund. The available dollars are the result of better than expected revenue generation in the first half of 2021 and savings carried over from tightened spending in 2020. All are result of the unpredictability of the impact of the COVID-19 pandemic”. Deputy Director Mr. Chad Smith provided the Board with the rationale used by staff to prioritize potential projects and expenses on the charts provided at the Board meeting. Also at the meeting, Mr. Granville explained that Board action would allow the park system to utilize the currently budgeted and also newly available money as listed. Board member asked about the prioritization of the spending proposals staff had submitted for Board consideration. Mr. Granville stated there is great room for Board input on priorities as they relate to items on the list. Ms. Yamini explained the function of the lists and associated costs of some of the proposed items.

As an alternative, Mr. Granville also discussed the importance of establishing a replacement fund and recommended putting \$250,000 into that fund a proposed use which was not listed on the documents provided to the Board by staff. A Board member stated she feels that the replacement fund is a smart idea, but suggested we should have a detailed analysis before doing so. Grants are great she commented, but at some point (perhaps now) we will need to spend some of our (MetroParks) own money.

Mr. Latham stated that we will have to do so if the County Commissioners chose to allocate funds to either of the two ARPA projects MetroParks has submitted since costs are likely to run higher than each ARPA request. There was discussion about how best to allocate the funds to move projects forward. A short discussion followed on how to best allocate the funds available for appropriation.

A Board member asked about the potential to use Stander sale money at the Angst property. Mr. Smith confirmed that the Angst property is on the West side and eligible to benefit from that source. A Board member stated that MetroParks should have a healthy reserve, but that she would like MetroParks to spend the available money on items which would have an immediate impact.

Mr. Amend then joined the meeting at 10:00 am

Ms. Trokhan moved to approve the motion above. Mr. Amend seconded the motion.

Motion No. 72.21

Vote:

Mr. Nelson – Aye
Ms. Trokhan - Aye
Mr. Amend – Aye

The presiding officer declared the motion carried unanimously.

VII.h. Options for Future Use of Former Golf Course Clubhouse at Elk Creek MetroPark

MOTION: None

Discussion During the Meeting: Executive Director Granville wrote in material provided to the Board in its pre-meeting packet that staff is seeking input from the Board as to the direction it should take in regard to the future of the former golf course clubhouse at the Meadow Ridge Area of Elk Creek MetroPark.

At the meeting, Park Planner/Project Manager Matt Latham provided information including a PowerPoint presentation regarding options and costs regarding the building. Mr. Latham presented details of a recent feasibility study by an outside consultant. He stated that the options are to repair or rebuild the clubhouse into a different kind of structure which would be more useful to park visitors. The cost to create an open air shelter from part of the building would be approximately \$500,000. To demolish the building is approximately \$110,000 in cost while the cost to rebuild it as it was originally would be approximately \$1.3 million.

A Board member asked if there is a long term plan for a MetroParks office building at the site and noted that if there are any plans to make this an office space/zone headquarters with bathrooms, etc. it would be cheaper to renovate the current facility than to turn it into a shelter or demolish it. Mr. Granville and Mr. Smith stated that there isn't any plan to make this into an office space/zone headquarters building as its not centrally located and currently available space close by is adequate for Zone office needs. Another question was asked about restroom facilities. The current clubhouse's existing restrooms are not handicap accessible and it would be very expensive to reconstruct to make them so and MetroParks would have to install a new septic system to add restrooms to any future facility at this location since the old clubhouse system, a package plant is old and inefficient and was decommissioned years ago. A Board member suggested looking forward at county expansion and future park system needs. He commented that public restrooms should be added somewhere nearby. After discussion at the meeting the general Board consensus was that staff should look to develop a plan to use the existing clubhouse building or parts of it for public purposes and not to demolish or remove the entire building. Staff will return to the Board with alternative plan options in the future, Executive Director Granville commented.

VIII. Executive Session

MOTION: To enter Executive Session for the purposes noted as follows

Mr. Amend moved for a roll call vote to enter Executive Session, seconded by Ms. Trokhan, for the purpose of discussions involving:

- a. Land Acquisition/Purchase and/or Sale of Real Property

Motion No. 73.21

Vote:

Mr. Nelson – Aye
Ms. Trokhan - Aye
Mr. Amend - Aye

The presiding officer declared the motion carried unanimously and the Board then entered Executive Session at 10:12 a.m.

**The Board returned to reconvened to regular session at 11:15 a.m.
No action was taken following the Executive Session relating to it.**

VII.i. Other-Miscellaneous from Board or Administration

MOTION: None

Discussion during the meeting: Executive Director Granville and Supervisor of Financial Services Yamini Patel reported that PNC Bank has expressed a willingness to refinance one of the park improvement bond debts before the passage of the MetroParks Replacement levy under certain terms. A Park Commissioner noted however, that the current proposal offered by the Bank was not long enough and would leave a balloon payment at the end of the proposed five years. He noted that additional negotiations would take place and that if they were productive the matter would be brought back to the Board in September.

VIII. Executive Session

Motion: To enter a second Executive Session

Mr. Amend moved for a roll call vote to enter Executive Session, seconded by Ms. Trokhan for the purpose of discussions involving:

- b. Land Acquisition/Purchase and/or Sale of Real Property
- c. Personnel Matters – Employment, Compensation and/or Promotion of a Public Employee
- d. Pending Litigation

Motion No. 74.21

Vote:

Mr. Nelson – Aye
Ms. Trokhan - Aye
Mr. Amend - Aye

The presiding officer declared the motion carried unanimously and the Board then entered Executive Session at 11:20 a.m.

The Board resumed Regular Session at 11:25 a.m.

IX. - Actions Relative to Executive Session

No Board action was taken in this section of the agenda other than adjournment which follows.

X. - Adjournment

MOTION: To adjourn the meeting.

Ms.Trokhan moved to adjourn the meeting. Mr. Amend seconded the motion.

Motion No. 75.21

Vote:

Mr. Nelson - Aye
Ms. Trokhan - Aye
Mr. Amend - Aye

The presiding officer declared the motion carried unanimously and the meeting adjourned at 11:26 a.m.

Adoption: The above minutes are a true and accurate record of the meeting as adopted by the Board of Park Commissioners, MetroParks of Butler County.

Approved:

Attest:

Presiding Officer of the Board

Executive Director/Secretary

Date

Title

Unless rescheduled or relocated, the next regular business meeting of the Board of Park Commissioners is scheduled for September 16, 2021, at 8:30 a.m.