

METROPARKS OF BUTLER COUNTY
BOARD OF PARK COMMISSIONERS
WORK SESSION & REGULAR MEETING MINUTES
Thursday, July 17, 2025

The MetroParks of Butler County Board of Park Commissioners met in work session and regular session on Thursday, July 17, 2025, at Timberman Ridge MetroPark, 1976 Timberman Road, Hamilton, Ohio 45013.

WORK SESSION

The MetroParks of Butler County Board of Park Commissioners met for a work session at 8:30 am on Thursday, July 17, 2025. Members: Cynamon Trokhan, Larry Gersbach, Daryl Nelson
Staff: Tony Carpenter, Jackie O'Connell, Amy Pellman, Shelly Schultz

Sara DiLandro and Chris Manning from *Human Nature* gave an overview of the strategic planning and public listening process in which MetroParks is currently engaged. A series of virtual stakeholder events will be held in mid-August. There will also be statistically valid surveys to gather broader community input.

REGULAR MEETING

V. Special Presentation

- a. MetroParks Community Grant Presentations
Following the strategic planning discussion, grant recipient organizations were introduced and given the opportunity to briefly describe their funded projects. After each presentation, photos were taken with the Board of Park Commissioners and the Executive Director as part of the recognition process.

Call to Order

The meeting was called to order at 9:35 a.m. by Ms. Trokhan

I. Roll Call and Agenda

Members present: Cynamon Trokhan, Larry Gersbach, Daryl Nelson

Staff present: Rhiana Barrero, Tony Carpenter, Jackie O'Connell, Amy Pellman, Shelly Schultz

III. Approval of Minutes

Motion to approve the June 18, 2025 Board Meeting Minutes

Mr. Gersbach moved to approve; Mr. Nelson seconded.

Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach, Mr. Nelson

IV. Consent Agenda

a. Donations – June

Motion to approve items on the Consent Agenda

Mr. Gersbach moved to approve; Mr. Nelson seconded.

Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach, Mr. Nelson

VI. Finance

a. Schedule of Payables – June 2025

Mr. Nelson moved to approve; Mr. Gersbach seconded.

Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach, Mr. Nelson

Resolution 19.25

b. June YTD Revenue & Expense Report

There was a brief discussion regarding the decline in revenue. Ms. Barrero explained that the decrease was primarily due to the cancellation of two tournaments this spring because of inclement weather.

c. Quarterly Stander Report

VII. Administrative Reports

Operations: Mr. Tony Carpenter shared that mental health awareness signs that include crisis hotline numbers will be installed throughout the parks by the end of the month in a partnership with Butler County Mental Health and Addiction Recovery Services.

Staff reported they are ready for the upcoming VOA Country Music Fest; the contract has been signed, and biweekly meetings will now transition to weekly meetings as the event approaches. The current alternative parking plan is a shuttle from Hopewell School. MetroParks and West Chester officials don't feel this will adequately compensate for the loss of parking on the practice fields if they become unusable due to rain.

Mr. Carpenter stated the USS Cincinnati education building is expected to be under roof by the end of the month. Subcomponents are scheduled to arrive soon. Work on the wharf wall is currently underway. Roadway and parking lot construction is slated to begin in September with paving anticipated in November.

Ms. O'Connell shared that the Butler County Commissioners have agreed to contribute \$300,000 in TIF funds toward the signalization project at Pepper Pike; this is short of the \$500,000 requested by both MetroParks and West Chester Township. A follow-up request has been sent seeking clarification on why the full amount wasn't awarded.

Administration: Ms. O'Connell shared that the Butler County Commissioners will present a proclamation to MetroParks and other local agencies in honor of National Park and Recreation Month. The presentation will take place at the Board of County Commissioners meeting on Monday, which will be held at the Butler County Fairgrounds. MetroParks coordinated the proclamation with the BCC.

A Board member commended staff for their work on the recently revised Accessibility Guide. The guide was a collaborative effort between Planning, Communications, and Visitor Services. A suggestion was made to add a QR code to park kiosks that would link directly to the digital version of the Accessibility Guide, improving ease of access for park users.

Mr. Acuff shared that he has been working with the Butler County Board of Developmental Disabilities to support accessibility improvements, including the recent installation of a universal changing table at the VOA Athletic Complex. A press conference will be hosted at VOA to highlight this important addition.

IX. New Business

a. Approval of Duke Energy Easement Agreement – Agreement

Mr. Gersbach moved to approve; Mr. Nelson seconded.

Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach, Mr. Nelson

b. Authorization to Purchase Rock Salt from Butler County Engineer's Office – Resolution

Mr. Gersbach moved to approve; Mr. Nelson seconded.

Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach, Mr. Nelson

Resolution 20.25

c. Approval of West Chester Mill Creek Property Transfer

Mr. Nelson moved to approve; Mr. Gersbach seconded.

Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach, Mr. Nelson

X. Commissioner Reports

XII. Adjournment

Mr. Nelson moved to adjourn the meeting at 10:11 a.m., Mr. Gersbach seconded.

Motion Passed. Vote: Aye: Ms. Trokhan, Mr. Gersbach, Mr. Nelson

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

Jacqueline O'Connell,
Executive Director/Secretary

Date