

METROPARKS OF BUTLER COUNTY
BOARD OF PARK COMMISSIONERS
REGULAR MEETING MINUTES
Thursday, May 18, 2023

The MetroParks of Butler County Board of Park Commissioners met in regular session on Thursday, May 18, 2023, at the Voice of America MetroPark – Fireside Lounge 7850 VOA Park Drive, West Chester, Ohio 45069.

Call to Order

The meeting was called to order at 8:30 a.m. by Mr. Nelson

I. Roll Call and Agenda

Members present: Daryl Nelson, Larry Gersbach, Cynamon Trokhan arrived at 8:34 am

Staff present: Rhianna Barrero, Joe Bruns, Tony Carpenter, Scott Gaviglia, Jaime Kimbrough, Jackie O'Connell, Chris Otto, Amy Pellman, Suzanne Roth, Chad Smith

II. Public Comment Regarding Agenda Items – none

III. Approval of Minutes

Approval of the April 20, 2023 Regular Meeting Minutes

Mr. Nelson moved to approve; Mr. Gersbach seconded.
Motion Passed. Vote: Aye: Mr. Nelson, Mr. Gersbach

IV. Consent Agenda

- a. Donations - April

V. Special Presentations – None

VI. Finance

a. Schedule of Payables - April

Mr. Gersbach moved to approve; Mr. Nelson seconded.
Motion Passed. Vote: Aye: Mr. Nelson, Ms. Trokhan, Mr. Gersbach
Resolution No. 11.23

b. Monthly Revenue & Expense Report

Mr. Otto reviewed the monthly revenue and expenses report. A question was asked regarding the UC Health agreement. It is anticipated that it will become a naming rights deal with no programs or special events tied to it. A short discussion on potential property tax increase followed; it is unclear at this point on the impact it may have to levy dollars.

VII. Administrative Reports

Human Resources: Ms. Kimbrough stated that currently there are nine open positions. It was noted that we are seeing an increase on posting views but not on completing applications. There was a short discussion on revising job descriptions to attract more candidates.

Ms. Kimbrough pointed out that volunteer hours showed a slight decrease but feels this is due to the new volunteer software.

Marketing: There was a short discussion on the decrease in usage of Outer Spatial. Ms. O'Connell stated that we need to do a better job of pushing the app on social media.

Operations: Mr. Tony Carpenter reviewed the report and the new charts. He explained the use of the Fulcrum app to track work in all the operational zones. He also updated on the new trail at Sycamore Bluffs. Staff is on schedule to complete and open for National Trail Day. Trail marking system to be installed at Miami Woods, Sycamore Bluffs and Elk Creek – Meadow Ridge area.

Planning: Mr. Joe Bruns reviewed the capital project report and photos. There was a short discussion on the bridge and trail work at Bebb. The bridge work at Rentschler Forest is on target to be complete by end of June. The M2M Grand Opening is Friday May 19, 2023. Stream restoration work at Governor Bebb MetroPark is on target to begin in July. Upcoming projects are the VOA trail extension and the Elk Creek connector trail. There was a short discussion on the GMRT extension. Preliminary work has begun but will wait for the new Director of Planning to be hired before moving the project forward. MetroParks is applying for a Transportation Alternatives grant to complete the last Butler County gap.

Police: Chief Gaviglia updated that the new uniforms should be received in the upcoming months. Park Police recently attended a Touch-a-Truck event through Ross Schools. Will host a Bike with a Cop event in June and have had a presence at soccer tournaments held at Voice of America MetroPark. Chief commented that there have been some homeless people sleeping in the parking lots in Middletown. The Police Department is trying to connect these people with local social services.

Programming & Education: Ms. Suzanne Roth stated the division is currently evaluating what the program offerings in an effort to make selection easier and to become more efficient. They are reviewing what guests want and when and where it makes sense to offer those programs. Recently the department worked with The Friends of Chrisholm to develop a scholarship program for field trips to Chrisholm MetroPark. The scholarship will cover up to \$1800 of expenses, including busing.

Visitor & Event Services: Ms. Rhianna Barrero commented that the new report format gives a broader picture of facility usage for internal and external reservations. Car counters show that we are trending higher on park visitation numbers. Feedback surveys recently started going out to renters within 48 hours of their reservation. Rent Fun kayak rental system at the Lake at Voice of America MetroPark should be open for usage by Memorial Day weekend. The pedal boat self-service should be open in June.

The new parking pass model was implemented at the Voice of America MetroPark - Athletic Complex. We've received very little negative feedback. There have been five external special events so far this year at Rentschler, Elk Creek, VOA.

The Midwest Regional Cup and the DPL (seven-day all-women's tourney) tournaments will be held at the Athletic Complex this summer.

Currently interviewing for a Marketing intern to assist with social media.

Development: Mr. Chad Smith shared that on May 25, 2023 FC Cincinnati, as part of our recent agreement with them, will host a free soccer clinic at Jefferson Park in Hamilton through a partnership with 17 Strong, who will handle all reservations. On June 6, we will host a community outreach session for ADA compliance at Ohio Means Jobs in Fairfield, Ohio.

The annual Salute to Pioneers at Indian Creek MetroPark – Pioneer Church is this Sunday.

Administration: Ms. Jackie O'Connell discussed the development of a management agreement between MetroParks and Butler County for MetroParks to manage the Erie Canal Trail. Recently there was a breach of the canal causing damage to the trail and flooding onto private property. Jackie will meet with Administrator Judi Boyko in the upcoming weeks to discuss options.

Short discussion and update on the work by MI Homes at Rentschler. New access roadwork should begin in the fall. New signage at Route 4 should go up when the blacktop work is done as well. There are reservations at Timberhill this summer.

Suggestion to install boot cleaners at parks to help with the spreading of invasive plants.

VIII. Old Business

IX. New Business

a. Great Miami River Trail – City of Middletown Easement

Ms. Trokhan moved to approve; Mr. Gersbach seconded.
Motion Passed. Vote: Aye: Mr. Nelson, Ms. Trokhan, Mr. Gersbach

b. Subrecipient Agreements for Butler County ARPA Projects

Mr. Gersbach moved to approve; Ms. Trokhan seconded.
Motion Passed. Vote: Aye: Mr. Nelson, Ms. Trokhan, Mr. Gersbach

X. Commissioner Reports – none

XI. Executive Session -

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

- I. Personnel Matters
- II. Land Acquisition or Sale
- III. Confidential Matters

Vote: Aye: Mr. Nelson, Ms. Trokhan, Mr. Gersbach
The Board entered into Executive Session at 9:36 a.m.
The Board returned to Regular Session at 10:25 a.m.

XII. – Adjournment

Mr. Gersbach moved to adjourn the meeting at 10:25 a.m., Ms. Trokhan seconded.
Motion Passed. Vote: Aye: Mr. Nelson, Ms. Trokhan, Mr. Gersbach

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