



**Parks & Recreation - Minutes
Wednesday, May 01, 2013**

Park Board
Meeting Minutes
May 1, 2013
City Administration Building

Terry Leasure called meeting to order at 4:00 P.M.

Present were Terry Leasure, Steve Tobin, John Ankrom, Larry Olson, LeaDawn Scott, Josh Ford and Becky Staresina

Approval of Minutes: A motion was made to approve the minutes of the April 2013 meeting by Steve Tobin. It was seconded by Terry Leasure. The motion carried.

Josh Ford's Report: Josh expressed his appreciation to OCU for Community Action Day. All of the new trash barrels were painted at Ted Lewis Park and the shelters were all power washed.

He would like to start a once a month clean up at the parks with the help of Turn Point Church. May 18, 2013 will be the first day and they will start at Ted Lewis Park. They will rotate through all of the city parks. Ford asked for the Board's approval to do this and Leasure motioned to approve with Tobin seconding it. They will tackle Barthelmas Park in June.

Larry Olson added that the wetland area of Mary Virginia Crites Hannan Park has trash that needs picked up.

Ford expressed his concern about security at Ted Lewis and asked what we can do to improve this. He said the city had a Community Watch program, but he missed it. Leasure suggested doing a Park Watch, like neighborhood watch. Have citizens be the eyes and ears and call the authorities if they notice anything. Do not approach problem people.

LeaDawn Scott: The Eric Clark Memorial Tournament was rained out last Sunday. It has been rescheduled to Mother's Day. Rec ball begins this Saturday and the season starts on Monday. Scott asked who would be responsible for the cost of the light bulb replacement of the new lights at Barthelmas Park. Ankrom responded that the city replaced 3 bulbs today. The city paid this time, but that could change.

Larry Olson's Report: Community Action Day was a success. They spread two-thirds of the gravel available on the trail. He noted that Matt Noble was very helpful on the Skid Steerer. They installed a culvert in Prairie area. They also placed the #2's to help prevent erosion. They put up wood duck boxes and moved a log that had fallen on the fence by the vernal pond. They cleared and chipped honeysuckle with the help of the County Engineer. Tim Housh complained about the ruts created by the truck that was backed in the area. They spread dirt, weeded and mulched the Rotary and Butterfly Garden.

Olson marked the trail in the prairie for Massie to finish mow. The prairie was mowed.

Olson asked about the status of the Chimney Swift Tower permit. The Zoning Permit was approved and Park Improvement Permit was approved during the meeting.

Olson asked about Dog Park comments. Staresina received one and it was positive. Ankrom said he received an e-mail against it from Kevin Keaton. He was not present during the last meeting when many of the concerns were addressed. It was unclear whether Keaton was against it or if citizens contacted him and they were against it. Leasure said he would talk to Keaton about it. So far, \$2,750 has been raised towards the Dog Park. Ankrom mentioned that the Dog Park was in the Master Plan for the park.

Staresina asked Olson for an IT contact at OCU for the Lest We Forget Event. He suggested contacting Jeremiah Davis.

John Ankrom's Report: Ankrom reported that a new metal roof, gutters and downspouts were installed at Shelter #2 at Ted Lewis Park. The shelter still needs a concrete cap of 3-4" to improve drainage. The Building Department Inspector had a small concern about the overhead electric, which is being addressed. Some repair work was completed on shelter #1 too.

The new Funbrella was installed at MVCH Park. He asked Olson if the FOTCP would be willing to secure it during high wind events. There is a crank to open and close it and the instructions indicate that it should be down during wind events. Olson said they could, but would they would need to see what needs done.

Ankrom indicated that the pool is filled in at Ted Lewis. The recyclables from the project netted \$14,500. Leasure mentioned that he heard negative feedback about the pool being filled in.

A scoreboard was donated to Barthelmas Park from Circleville City Schools. LeaDawn Scott said there is a low voltage controller needed to operate the scoreboard, but the school cannot locate it. Todd Brady applied for a Zoning Permit and Park Improvement permit for the scoreboard. Both were approved, with conditions.

Ankrom presented a list of potential 2014 park projects to the Board and asked for their feedback. He is preparing the 2014 budget and is seeking capital project input. Our fiscal year is January – December. Projects being considered per park are as follows:

Ted Lewis Park (Numbers signify order of importance to Park Board)

2-Picnic Avenue – Repaving (Leasure asked for estimate)

5-Replace wooden playground equipment

4-Concrete bleachers at large diamond (We should ask the school about the final disposition of their bleachers)

1-New field at former pool site (No lighting available for this field). Leasure asked about old shoebox lights that were at city building, but Ankrom said they are not tall enough for an athletic field.

3-Shelter house #2 concrete slab/improve drainage (\$5,000 estimate)

Barthelmas Park

Scott said fencing around all of the ball fields is pulling up from the bottom. There are no bottom rails. In addition, the caps are coming off fence at field 3.

Scott would also like home run fencing. Ankrom suggested temporary fence. Suggested contacting the school to see if they would donate fence from Ted Lewis Park to Barthelmas Park after the new school has been completed. Leasure said there are posts and gates at the old skate park in swimming pool area.

MVCH Park

Paving in parking lot at spray pad

Smith Park

Replace roof at shelter house

Watt Street Memorial Park

Creek area could use a fence or white vinyl fence behind bench

Scott suggested planting a flower garden by the bench. (Perhaps one of the city's Master Gardeners would be willing to help.)

Garden City Park

Rusted basketball hoop needs replaced

Soccer goals need removed

Becky Staresina's Report: Staresina had a request to use a 20' food concession trailer for a birthday party in the Starkey Pavilion. Would like to place it in parking lot and only their guests with leis would be able to get food from trailer. No food to be sold to public. Would the Board approve this use for a day? Leasure moved to approve and Tobin seconded.

Tyler Sylvia contacted the city seeking use of a football field in 2014 for the Circleville Warriors semi-pro team. The team would play May through August. Would there be any availability on our existing fields. Leasure said not as current schedule exists. He suggested Mr. Sylvia contact possibly Crossroads Church or a church off OH 315 and OH 104. Both have football fields, but no details are known about their availability.

The Circleville Alumni Association has rented the Starkey Pavilion for July 19 & 20, 2013 for their annual 5K. They are asking to use the Pavilion on Thursday, July 18 from 4PM-7PM at no charge since they are paying for other two days. They just need it for registration packet pick-up. Leasure motioned to approve and Tobin seconded.

Many end of the school year picnics are occurring this month. Is it okay to approve requests for complimentary shelter rentals during the week by Circleville schools? Leasure said yes, it is the same as last year.

There is a family offering to volunteer at a park on an ongoing basis. I thought Ted Lewis Park would be good and they could work with Josh Ford since he is the volunteer liaison for the park. The board was fine with that and Ford asked for contact information. Staresina will get that to him.

A FOTCP member requested non-smoking signs be posted at the new exercise equipment area and the children's playground. There is signage at the entrance to the park and in the information boxes. Leasure and Tobin agreed that no additional signage is necessary at this time.

The Zoning Permit for the Chimney Swift Tower was approved. Seeking the Park Board's approval of the Park Improvement Permit. Approval was granted by Tobin & Leasure.

Pheasants Forever are hosting an event for their members on May 5, 2013 at MVCH Park in Shelter 2. They are seeking complimentary use of the shelter to unveil all the work they have done at the park. Olson added there organization did the spraying and planted the warm and cool season grasses. Leasure motioned to approve and Tobin seconded.

Diane Ward is trying to get memorial plaque information from Bob Sneed. Sharon Schall, her sister, said Ms. Ward has no feedback from him. Olson confirmed that Sneed is still the person to coordinate this. Staesina said she would try to get Bob's response.

A reminder that the Mayor's Cup Golf Outing to benefit Ted Lewis Park is May 17, 2013 and we need everyone's support to make it successful.

Soni Grady supplied a sketch of the mural she would like to do during the school's Service Learning Project this summer at Ted Lewis Park. She is seeking feedback and can modify sketch. Suggestions were made to omit the large clown and replace with the Pumpkin Tower and to remove the Ferris wheel and insert City Hall. It was also suggested that Ted Lewis be moved to where the large clown currently is shown. Staesina will relay information to Ms. Grady.

Terry Leasure's Report: Leasure requested that the new Splash Pad hours be advertised in the Herald. He expressed his thanks to the volunteers during Community Action Day and OCU for their work and organization of the event. He also wished to thank Don Younkin for his work on Shelter 2's roof work.

Leasure said we might want to consider approaching City Council about a Park Levy after the school project is finished. If so, he would like to consider a permanent levy.

He said a catch fence along the creek at the Watt Street Park would help keep trash from going into the creek. He said the creek bank only is mowed twice a year, but the grass in the park is mowed more frequently.

Steve Tobin's Report: He mentioned that a few boards had pulled loose from the boardwalk at MVCH Park on the deck, near the railing. The xylophone is back up, but a part broke off one end of one of the sticks.

DISCUSSION/INFORMATION ITEMS

Terry Leasure motioned to adjourn the meeting at 5:10PM. Steve Tobin seconded.