

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

Wednesday, July 11, 2018
City Hall Council Chambers

MINUTES

Members Present: Terry Leasure, Don Sherman, Larry Logan and Saunie Hinton; Clerk Brenda Short

Chairman Terry Leasure called the meeting to order at 4:00 p.m.

Approval of Minutes:

The first item of business is to approve the May 2, 2018 meeting minutes. Saunie Hinton motioned to approve as submitted, seconded by Larry Logan. All in favor, motion approved.

President's Report:

Terry Leasure stated construction is about to start at Ted Lewis Park.

Don Sherman stated yes, it is about ready to start. He explained there will be more discussion in reference to agreement between City of Circleville and Soldier's Monumental Association under new business tonight.

Service Director's Report:

Update on Ted Lewis. The agreement with Soldier's Monumental Association is going to Planning and Zoning tonight for the lot split and lot combine. It went to Judicial Committee last week and will be on the Council Agenda for next week. He expects it be approved. Once that is done, then there are some papers the Law Director will have to finish putting together for them to sign and we are moving forward.

Bleachers are on order for Ted Lewis from the Pickaway County Park Grant. We have finally got the sails at Mary Virginia Crites Hannah Park. We actually ordered those last year and he was supposed to come put them in, but never did. We have not paid for them yet. It took over two months to update his quote this year. The Pickaway County Foundations approved to go ahead and have the work done and they will pay for it. We also finally received a quote two weeks ago to get the playground repaired. We have been asking about that since February. Quote was for about \$25,000. When they were in to fix the bad places in the fall protection issues, they inspected the entire playground and had a whole list of items they recommended. They are certified playground inspectors.

Two weeks ago some equipment broke and we had to shut the playground down to take the bad parts out. We are waiting for a quote for those repairs. He believes the Foundation will pay for this also.

Don Sherman stated he is still working with the Law Director in reference to penalties we can put into the Park Rules.

Larry Logan stated this has taken way to long. It should have been OK'd by Council by now.

Mr. Sherman explained he has been working on it with the Law Director. Neither one has had a lot of time to work on it, but everything is done except for the penalties. The only thing we have in the rules now is that we can kick them out of the park. We do not address citations in the rules at this time. We have to address how the Police can write citations if they don't comply with the rules. Don Sherman will get with the Police Chief and discuss violations and fines and put something together and then take that to Law Director to review.

FOTP:

No one was present to make a report.

Larry Logan stated one of the problems they wanted to discuss was the Park Rules and Regulations, which are not done yet. They would like to see that finished and OK'd by Council. Mr. Logan stated as far as the issue with volunteers, not sure where Park Commission fits in with that.

Mr. Sherman stated he thinks the problem is the FOTP can't just go do things without approval from Park Commission.

Mr. Logan stated once the Rules and Regulations are finished, it will indicate to them that they have to come to Park Commission first.

Mr. Logan stated he would like to take the approved Rules and Regulations to them and explain to them that moving forward, if they are going to do anything they first need to come to Park Commission for approval.

Terry Leasure stated it would be helpful if someone from FOTP would come to our meetings.

Mr. Sherman stated they are upset because we asked them to use the shelter house instead of the Pavilion and upset because there are trees out at MVCH Park in the woods that are bad that we are not going to cut down. There are a couple trees leaning that are blocked in by other trees and are not going to fall and we cannot get in there to take them out, but it is safe.

Mr. Logan stated Jan Shannon and he met the other day and he has the paperwork to start Friends of Ted Lewis. It will be a separate entity. We do not need to get a 501C. There are two people considering fairly large requests at this time. There will be a letter sent out and he will provide copies for Park Commission. This will help us move forward with trying to get more funds.

Mr. Sherman stated there is an ODNR Grant this fall that is a 50/50 match. Our intent is \$200,000. \$100,000 for our budget and \$100,000 for them. Any funds that we know of, Mr. Sherman can leverage them and double it.

Mr. Logan stated if we could get ¼ million dollars and match it, then we would have a pretty good situation there. He requested the names of the companies that provided the splash pad and playground.

Mr. Sherman stated they have a firm working on the design for Ted Lewis Park right now. They design around a manufacturer. He stated he does not have the cost at this time. It is in excess of \$100,000 for playground and in excess of \$100,000 for splash pad. In guessing from conversations with our architect, it is more like \$150,000 each.

Mr. Logan inquired if it would be beneficial for the City to have an employee get certified to perform these playground equipment inspections.

Mr. Sherman replied that we had sent someone to get certified, but they did not pass the test. It is a difficult test. He stated he has a young guy in the Building Maintenance Department that is sharp and may send him next spring.

Terry Leasure stated the Realtors went out and painted at the parks. He suggested that we send them a letter thanking them. Brenda will prepare the letter.

New / Old Business:

Food Trucks and Bouncy Houses.

Brenda Short stated there are numerous requests for food trucks at the Park and bouncy houses. Inquiries in reference to have a food truck at Starkey Pavilion for graduation parties.

Terry Leasure asked what people are wanting to do with bouncy houses.

Brenda Short stated there was a birthday party scheduled and they wanted to have a company come in and set up a bouncy house for the party.

Larry Logan asked if the company is bonded.

Don Sherman stated he was unsure. He explained that anytime there is a public event, we require them to provide a Certificate of Insurance. Even if it is a private event and they have a bouncy house, they should provide us or their bouncy house company supply us with Certificate of Insurance to protect the city.

Mr. Logan stated his concern is if you start one bouncy house, then you have two or maybe three. If you put it on the grassy area, it will kill the grass.

Terry Leasure inquired what the food trucks would do.

Brenda Short explained when you have a graduation party and you prepare food to bring or maybe have the food catered for the event. Now people have food trucks come to prepare the food and serve it from their truck. It is like a carnival truck.

Don Sherman stated from a city's standpoint, we enforce parking regulations. They can only be parked downtown for two hours. They have to get a permit from the Health Department.

Mr. Logan inquired what would happen if a food truck comes in and a child is at splash pad and he gets ran over. Usually the truck gets sued and the city gets sued.

Terry Leasure stated the same thing that can happen with a bouncy house if there is an injury.

Mr. Logan stated every year when they have the 5k run for the school system, they have a finish line made out of the same thing. It is along the same line, but it covers a lot of grass if it is placed in the grassy area.

Mr. Sherman stated when there is a public event at any of the parks, they are required to provide us with a \$2 million Certificate of Insurance.

Mr. Logan stated we may also have to increase the deposit in case they leave a huge amount of trash behind for us to clean up.

Don Sherman stated the only shelter that requires a deposit is the Starkey Pavilion. Also, you could have a food truck and they see the amount of people at the park and then decide to come out to the park every weekend to sell food out of their truck.

Terry Leasure inquired if you could limit the areas they could park and the times they were allowed to be there.

Terry Leasure stated no one has parties at their homes anymore. Now the bouncy house and food trucks are the new item.

Don Sherman stated if there was a pre-approved public event and they want to have a food truck or bouncy house then that is their event and they have the certificate of liability in place already. When the event is over then everything goes away. They have a clean-up policy and it shouldn't be an issue. We have a section on special events and guidelines.

Don Sherman stated then it is agreed that no food trucks or bouncy houses would be allowed in the parks unless it was for a pre-approved public event. They must provide a certificate of insurance.

Mr. Logan inquired if adding the verbiage for bouncy houses and food trucks would slow the Rules and Regulations down further from being ready for approval.

Mr. Sherman stated no. There are basic penalties for not obeying rules and regulations, which can be cited as fifth degree misdemeanors. He will meet with the Police Chief and get the guidelines and then forward them on to the Law Director for approval. Basically most citizens are law abiding. For that one that doesn't obey, you call the police and they come and tell that person to leave the park and take it elsewhere. Most of the time

they leave, but there will be rules that allow the Police Department to issue a citation. These are usually fifth degree misdemeanors. The fines are set state wide.

Mr. Sherman stated this would have to go to the Judicial Committee prior to going to City Council. If it goes to Judicial the second week in August and if approved, it can go to Council the fourth Tuesday in August. Sometimes it takes 60 -90 days for something like this to be approved.

Mr. Logan asked if there was any way to have the meetings on Mondays. He asked to be notified two weeks ahead of time.

Don Sherman stated the meetings are held the first Wednesday of every month and the cut off for agenda items is two weeks prior to that date. We don't know until then if there will be items for a meeting until the cutoff date.

Terry Leasure and Saunie Hinton are not available on Mondays. We have Planning and Zoning on Wednesdays at 6:00 p.m. and try to make them both the same night.

Larry Logan stated that is fine. He will do his best to be able to attend.

Brenda stated that we do not send out notifications that we are having a meeting to the members. We only notify if there is no meeting. The meetings are scheduled for the first Wednesday of each month.

Don Sherman stated they will be starting to put the road in at Ted Lewis Park. We already have the gravel in storage and someone hired to haul it for us. Our guys will be doing most of the work. As soon as the base gets moved over, we will start hauling gravel. Operating Engineers said they would bring their grader back for us to do a final grade. We have KMC lined up to pave it. We have it lined up, but the issue with the Soldier's Monument caused us to have to stop everything. There were several meetings on our part and on their part. Now, after a stand-still period, we are ready to begin working on Ted Lewis again.

Mr. Logan stated he was aware that there was a proposed layout of the new park. Mr. Logan stated that the needs have changed since original plan was designed. The basketball courts are used. Forget the tennis courts and the skateboard park. He stated he believes the basketball courts should be relocated. Put in some decent parking, decent toilets and some grass play areas. The band concert place is not needed. He would like to see the playground and splash pad moved up some.

Mr. Sherman stated that cannot happen due to it being a flood plan. We already have to build things up. The splash pad has to be 2 feet above flood plan. The north end is out of the flood plan, so we are leveling that out. The plans are still being worked on, but it would take a lot of dirt moving to move it. It is almost up against the shelter house now. Basically the playground is roughly where the skate park is and the splash pad is where the basketball and tennis courts are now. I will bring the plan to the next meeting so everyone can see it. There are basketball courts all over the city where they can go to play.

Mr. Logan stated that is not his concern. I am concerned because at Ted Lewis Park, people can walk to that one. The theory is that the park should be accessible easily by the community. He stated the reason they were being taken out of Ted Lewis Park was because some of the city leaders thought they were too noisy.

Mr. Sherman stated there is also some discussion about the amphitheater. Since the new fairgrounds will have an amphitheater and the new Pumpkin Show Park, there is discussions about having this in the Ted Lewis Park. But, that is one of the last items to be put in.

Mr. Logan stated that just seems like a waste of money with what else is going on. It won't be used as much as some playground items.

Mr. Sherman stated one of the thoughts was with it being Ted Lewis Park, it would be nice to have some type of stage for music. Surprisingly, the murals in the shelter house really hasn't gotten vandalized for many years.

Mr. Logan stated if we were going to do something like an amphitheater, we shouldn't spend a whole lot of money on it. He stated he would rather get the playground stuff going first.

Mr. Sherman stated the next items to be completed are the playground, bathroom and splash pad. Then, once that is done, we will work on the concession stand, storage, parking lot along Rosewood and then sidewalks will be put in. The last thing to be considered is the stage. There are going to be some changes moving forward. The Mayor has been given authorization to negotiate to buy property out next to Barthelmas Park. The concept to that is all organized sports will go out there. The Park needs to be re-looked at because you have all that area that will not be used by sports. The plans need to be updated.

Terry Leasure stated we need to get together as a board to state what we want to see at Ted Lewis Park.

Larry Logan stated that is something we could do during the winter months, when we don't usually meet and discuss our ideas.

Mr. Sherman stated the draft that he has was adopted in 2015. In three years, the needs have changed.

Mr. Logan stated that he is not sure that all of the information gathered at that time is correct.

Saunie Hinton inquired why the monument was originally put in Ted Lewis Park.

Mr. Sherman stated that at that time, the city pool was still private. The owner of the pool sold them that parcel for the Soldier's Monument. They got City Council to do an agreement that they would close the road and never re-open it. The City would never use Immanent Domain to take the property back and they would not restrict access. At that time it was Vietnam Veterans Association, then it was transferred to the Circleville Vietnam Group and then to the Soldier's Monument.

Terry Leasure reminded Larry Logan that anytime he wants to sit down and meet to notify him.

Mr. Sherman stated that anytime two or more have a discussion, it must be put in the newspaper, it considered a public meeting.

With the possibility of growing Barthelmas Park, adding 20 acres makes good sense. We could put more girls' softball diamonds out there and even move pee wee football out there. Then we could move lights out there or get AEP to donate lights for there. All sports would be at one location then.

Adjournment:

Terry Leasure made a motion to adjourn and Saunie Hinton seconded. Motion carried, and meeting was adjourned.

Submitted by Brenda Short