

**August 14, 2017**

Chairman Ben Woodruff called the special meeting of the Tipp City Parks Advisory Board to order on Monday, August 14, 2017 at 7:00 pm. Other Board members in attendance included: Douglas Slagel and Dawn Kramer. Ex-officio members in attendance included Kathy Taylor (Tipp Monroe Community Services/TMCS) and Mackenzie English (Monroe Township). Also in attendance were City Manager Tim Eggleston, Director of Municipal Services and Engineering John Donnelly, Municipal Services Superintendent Tony Hunt, and Board Secretary Laura Tobias.

Press in attendance: Nancy Bowman.

Citizens signing the register: Dr. Martin English (Monroe Township Trustee) and Heather Dorsten (Downtown Tipp City).

#### Absence

Mr. Slagel **moved to excuse Kevin Cox and Patrick Hodges from the meeting**, seconded by Mr. Woodruff and unanimously approved. **Motion carried.**

#### Minutes

Chairman Woodruff asked for discussion. Being no further discussion, Mr. Woodruff **moved to approve the July 10, 2017 meeting minutes as written**, seconded by Mr. Slagel. **Motion carried.** Ayes: Woodruff, Slagel, Kramer. Nays: None.

#### Old Business

##### **Thor Lightning Guard Model 75:**

Mr. Donnelly confirmed this system is the same as the one used in Vandalia. He pointed out the features and cost, as provided to each member of the Board.

Ms. Taylor asked if there is any room in the City's budget to help with the purchase of the Lightning System.

Mr. Donnelly said it would need to come out of the Parks Board budget. He quoted estimates of both \$12,450 and \$24,645. There is currently nothing in the City's budget for the Lightning Guard.

Mr. Hunt explained the \$12,450 quote is for one system at Kyle Park, while the \$24,645 quote is for one system at Kyle Park and one system at City Park. The two could be linked together to cover both parks.

Ms. Taylor inquired if it is possible to purchase one during one calendar year and then purchase another the following year. Mr. Hunt confirmed yes, you can upgrade the system at a later date. The base model can be purchased for \$12,450 at Kyle Park while an additional system can be added to City Park later.

Mr. Slagel indicated that he had spoken to Mr. Hodges prior to the meeting and they felt that, because this issue is so important for so many soccer and baseball teams, they would like to use \$15,000 of the Parks Board budget to purchase one system. He suggested if both systems are purchased, the City would need to provide the additional \$8000, as well as \$1,000 from soccer and \$1,000 from baseball. This would total approximately \$25,000. Since learning at today's meeting that one system is only \$12,450, the Parks Board would like to pay for that entirely for the Kyle Park location. If the City is interested in purchasing the other system for City Park, that would be their choice.

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Ms. Taylor asked the Board to consider using their Parks Board budget in 2018 to pay for a second system in City Park. This would protect those at the pool and the football stadium, and those using the open space and the disc golf area. That way, the Board would be doing what they need to do to protect the community.

Ms. Kramer mentioned that the Tipp Foundation offers grants to help pay for items such as these, and the deadline for submission is September 1, 2017. Mr. Donnelly mentioned that the grant option has been reviewed. Mr. Slagel and Ms. Taylor suggested that the Tipp Foundation be considered for help with the Lightning System at City Park next year.

Mr. Eggleston suggested the Board not commit to what they will be spending their money on next year. He suggested the Parks and Rec Master Plan needs to be updated first.

Mr. Slagel said he'd like to focus on the \$25,000 Parks Board Budget for 2017, which has yet to be spent this late in the year. He added that, for years, the annual budget was spent on mulch at the local parks, safety mats, disc golf, etc. Over the past couple years, the money has been spent on other things such as trees. In the past, the City Manager and Municipal Services Superintendent would provide the Board a list of things needed at the parks and they would meet to discuss, come to a consensus, and vote. This hasn't happened in the past couple years.

Mr. Eggleston repeated that the Board should prepare their Parks and Rec master plan and keep in mind \$25,000 doesn't stretch as far as it used to. He suggested they review the previous plan and consider future maintenance. He asked if they want to keep adding more park equipment that would require maintenance costs in the future. He said funds will get tighter. The City's budget will be reviewed in October, and for now they are having difficulty balancing it.

Dr. English announced that Monroe Township also agrees that Public Safety is of high priority, and they would be willing to entertain a request from Tipp City for a portion of the funds for the Lightning Guard in Kyle Park. In other joint ventures, Monroe Township has paid 40%. Monroe Township would need an explanation, in writing, with the plan for the Lightning Guard. They already have a copy of the specs. The paperwork would need to be to Monroe Township before the next time they meet on August 21<sup>st</sup>.

Mr. Slagel confirmed the City would pay \$8000, and Monroe Township would be willing to pay the remaining balance.

Ms. Kramer inquired about the strobe light on the Lightning System and asked where that would be located.

Mr. Hunt explained the strobe light is on top of the horn module, and is therefore visible from anywhere in the park. He said the horns are audible up to a quarter mile. There is one strobe light, but the horn is ultimately what makes the Lightning System what it is. It will be placed either by the baseball area or by the driving range. Thor stated the best place would be somewhere on the east side, facing back toward the park.

**Mr. Woodruff moved to approve the purchase of one Thor Lightning System for Kyle Park, with the City paying \$8000 from the Parks Board budget and petitioning Monroe Township for the remaining balance of approximately \$5000, seconded by Mr. Slagel. Motion carried. Ayes: Woodruff, Slagel, Kramer. Nays: None.**

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**Aquatics Center Apparatus:**

Mr. Donnelly asked the Board members to review the "Vortex: A Clear Source of Fun" paperwork provided in the Board packets. These contain the detailed breakdown of the proposed upgrade to the aquatic center. It would be located in the current children's spray-ground area.

Mr. Slagel said that, in past years, the Board had no part of the aquatic center. It was taken care of by the pool management company and by City Council.

Mr. Eggleston stated that the Parks Board can use their budget for whatever they see fit, however if there is any money left over, the City would like to use it for some of the aquatic center upgrades. The City has applied for grants and would like to upgrade the aquatic center on donations alone versus using City funds. The entire project is estimated to cost \$133,000. He'd like to use City funds for pool maintenance only. If the Parks Board has another need for their budget, that is understandable.

Mr. Slagel asked how much the City would need. The Board is willing to spend approximately \$5000 to purchase the spray ground apparatus.

Mr. Eggleston said that, at this point, if the City needs it, they will come back and ask for it. If the Board's funds stand idle, then it would be helpful to donate to the aquatic center, but if there are other projects, the Parks Board should use it as necessary. The Board does not need to spend any money on the aquatics center, but if they have extra at the end of the year, the Board could be involved in helping the aquatics center.

Mr. Slagle also mentioned the Parks Board would like to spend \$5000 to purchase a public address system for Junior Baseball.

Mr. Eggleston suggested the Board walk cautiously regarding a public address system because City Council was not happy with the proposal last time it was brought up. He said they didn't feel it was necessary, considering there were speakers left over from a previous public address system. Council was not willing to fund it, and the Thor system should cover the lightning and thunder. He also suggested that, since a public address system would benefit Junior Baseball the most, perhaps they should help pay for it.

Ms. Taylor asked if the Parks Board is allowed to reserve some of their Parks Budget from one year to save it for the following year, in order to save for a larger project.

Mr. Eggleston stated that generally the money should be spent each calendar year instead of building up a reserve. He suggested the Board should meet with Mr. Donnelly and provide a list with cost of what projects they would like to pursue. The large projects can be submitted to the Capital Improvement Program (CIP). If other projects that year end up having a surplus, that extra money can sometimes be spent to fund an additional project. This would be done separately from the \$25,000 Parks Board fund each year.

Mr. Slagel and Ms. Taylor commented that the \$25,000 fund originally was designed for the Parks in Tipp City, aside from City Park.

Mr. Eggleston reiterated that the Parks Board should use their \$25,000 for smaller projects and then add any large projects to the CIP. His concern as a City Manager is more park equipment eventually creates

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more maintenance and safety issues. He added that many kids aren't playing on the park equipment as much because of electronics.

Mr. Woodruff suggested that, in order for everyone to be kept involved, we should go back to a system where the Board meets with management once or twice a year to review projects and different needs.

Mr. Eggleston added that is why the master plan is so important. The Board has accomplished quite a bit: the bike path, the equestrian trail, accomplishments in the various parks. Things change, kids change, and once they review a master plan they will perhaps make some revisions and change their focus. Don't feel obligated to provide money for the aquatics center unless there is a surplus.

The Board decided not to take a vote at this time.

**Various Parks Additional Apparatus:**

Mr. Donnelly mentioned that this has been discussed: using the Parks funds to purchase different items for the neighborhood parks.

**Canal Pock Project:**

Mr. Donnelly announced the Parks Board requested management to look into the Canal Lock Door Project. He inquired with Assistant City Manager Brad Vath regarding grants for the project. Mr. Vath stated that in order to apply for a grant, a breakdown of cost and requirements would be necessary. Mr. Donnelly stated that the City has not been able to obtain anything other than a preliminary quote of \$35,000 for the doors. There has been no information obtained from the company on how those doors would be hung on the existing locks.

Mr. Woodruff suggested this project would be in the "Ten Year Plan" for the Parks Board.

Ms. Taylor asked if the doors would block the canal.

Dr. English explained the doors would be located between the two stone walls at the South end of the canal. They would be stationary but would appear to be functional. They should be hung authentically, which requires iron work and some masonry work. Once more details are received to create a quoted price, Dr. English suggests the City and the Township would need to jointly apply for grants.

Mr. Slagel mentioned that Lockington, Ohio received grants from the Department of Transportation for their canal lock. Dr. English added that some grants available in the past are no longer available. Mr. Donnelly mentioned that the City of Lockington rebuilt all five of their locks.

Mr. Donnelly added that the fence at the entrance to Canal Lock Park will be removed because there are sharp ends on it. It will be removed for safety purposes. Ms. Taylor asked if the fences along the sides of the lock will remain. Mr. Donnelly confirmed they will.

**Junior Baseball Requests (Trees in Kyle Park):**

Mr. Donnelly stated the Parks Board had requested the City to review the types of trees that could withstand the soil in Kyle Park.

Mr. Hunt explained the trees that are currently in Kyle Park continue to be the best option. Maple trees are currently planted there, and the goal would be to help them survive for their first one or two years. The Parks Department removed dead trees earlier this summer and the trees that remain are actually

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healthy trees. More need to be planted, but unfortunately trees do not grow quickly. One suggestion would be to purchase larger trees to plant. Right now, they purchase 2-2.5 inch trees, but spending \$75-\$100 more per tree would allow the purchase of a 3-3.5 inch tree. This buys one to two years of growth. Maples are surviving there, and would be the best option. Mr. Hunt said there are other options, his personal preference is to stay with native Ohio trees, but it is the Board's decision. This would increase the cost from about \$400 (which we currently pay) to \$500.

Ms. Taylor asked how many trees were lost in Kyle Park. Mr. Hunt answered that four were removed, but they had been dead for three years. He said that approximately eight trees survived. It will take them twenty years, though, to become shade trees.

Mr. Slagel asked if the trees would be planted this fall. Mr. Hunt confirmed yes.

Mr. Slagel suggested the Board provide money to plant trees. Mr. Hunt suggested to budget \$500 per tree.

Mr. Eggleston suggested the Board work with another organization to plant the trees as memorial trees. This would offset some of the costs associated with planting larger trees. Many people request memorial trees from Tipp Foundation and Rotary, so it may be wise to partner with one of them.

Mr. Slagel estimated that three or four years ago, the Board spent approximately \$3500-\$4000 on trees.

Mr. Slagel suggested the vote be tabled until the next meeting, since the trees wouldn't be planted until September or October anyway. If other organizations decide not to work with the City regarding planting of the trees, then the Parks Board would vote to pay for them.

Ms. Taylor inquired about the shelters being built at Kyle Park. Mr. Hunt confirmed Morton Buildings is building one of the shelters. It is being built in the first quad, which is located near baseball diamonds #5 through #8. They are hoping to have it completed in the next four to six weeks. The base has been prepped, and Morton Buildings just needs to construct the actual structure. Morton Buildings is trying to squeeze it into an already busy schedule.

#### **Drone Racing:**

Mr. Donnelly stated that at the last Parks Board meeting, it was requested to reach out to a gentleman again regarding Drone Racing. He was notified for last month's meeting and also for this special meeting. He has not responded.

#### **Equine Task Force Discussion:**

Mr. Donnelly reported that Mr. Hunt and his staff have been monitoring the path from the horse entryway to the river for quite some time, and he states the path is adequately grassed and looking good. Grass seed was put down awhile back. The Parks Department has done a good job of making that path look as it needs to. We can revisit the topic in the future if it deteriorates, but he does believe the Board will be happy with the appearance.

Mr. Slagel agreed it looks good and thanked Mr. Hunt.

#### **Park Expenses from Previous Five Years:**

Mr. Woodruff confirmed that the documents listing everything that the Parks Board spent their budget on each year for the past five years were included in the packets.



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New Business

**Tomato Throwing Event:**

Ms. Heather Dorsten, the director of Downtown Tipp City, approached the dais. She explained the purpose of the event is to not only have fun, but also something to activate Canal Lock Park, to honor the history of Tip Top Cannery, and it serves as a fundraiser for the Downtown Tipp City organization.

Ms. Dorsten described the event. She started by describing the Bloody Mary Competition. It would take place inside the Roller Mill and an F2 permit has been submitted to serve alcohol. Alcohol must stay inside the building and cannot be taken into the park, and you must be 21 to enter. She continued by describing the remainder of the event, adding that it will be very family friendly. She described the Family Tomato Toss, similar to an egg toss. The Largest Tomato Contest will allow people to bring in their home grown tomatoes and weigh them. The Largest Splat Competition would consist of a plywood board with a target. Contestants bring in their squishiest tomatoes, throw them against the target, and then measure the splat. That will take place in a parking lot space so it can easily be cleaned off. Finally, the Great Tomato Fight will take place near the canal, under the trees. Greentech sprays there for weeds each year, so that will kill any possible tomato plants that begin to grow from left behind seeds. There will be waivers signed for safety reasons, and Downtown Tipp City does have insurance on this event.

Ms. Dorsten added there are several volunteers including the Downtown Board of Directors, Tip Top Canning employees, and the local masons group. She added she had met with the City Manager and the Municipal Services Superintendent to discuss the plans. Restrooms will be set up as well as two food trucks. She also mentioned she is seeking advice on clean up. She was hoping the fire department could hook up to a fire hydrant and hose the grass down.

Mr. Slagel asked if there would need to be a meter put on the fire hydrant.

Mr. Eggleston said a meter would not be necessary.

Mr. Slagel stated he thinks it is a wonderful idea. Ms. Dorsten added it is very unique, and they are keeping it small this year to try it out on a smaller scale.

Ms. Kramer asked if Canal Lock Park's parking lot would be completely blocked. Ms. Dorsten confirmed it would be. The parking lot would be used for food trucks, restrooms, and the events. The Eagles have provided permission for their parking lot to be used for parking.

Ms. Taylor asked if the bike path would remain open. Ms. Dorsten confirmed it will remain open, and she doesn't anticipate the Great Tomato Fight lasting longer than fifteen minutes because people will run out of tomatoes fairly quickly.

Ms. Dorsten is concerned about the smell that could be left behind due to tomatoes rotting, so the hydrant would be a good way to clean that up afterward.

Mr. Slagel said that as long as the paperwork is in order, he thinks it should be approved.

Ms. Kramer suggested that volunteers be placed near the bike path to ensure people participating in the event aren't blocking the path for runners and bicyclists.

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Chairman Woodruff asked for further discussion. There being none, Mr. Slagel **moved to approve the Home Grown Tomato Fest in Canal Lock Park on September 2, 2017**, seconded by Mr. Woodruff. **Motion carried.** Ayes: Slagel, Woodruff, Kramer. Nays: None.

Other Business

Ms. Taylor inquired about the public field usage policy. She wanted to know if that is public information yet.

Mr. Eggleston asked Ms. Taylor to wait to release it because City Attorney Jon Freeman is still reviewing it.

Ms. Taylor inquired if designated smoking areas would be included in the paperwork. Mr. Eggleston stated that each event will be set up differently, therefore each organization would need to make those determinations. The City doesn't want to identify a specific area that is designated for smoking during events. Each individual organization hosting an event would need to.

Mr. Eggleston hopes to have everything straightened out in the next week.

Citizens Comments Not on the Agenda

There were none.

Adjournment

Chairman Woodruff asked for further discussion or comments. There being none, Mr. Woodruff **moved for adjournment**, seconded by Ms. Kramer and unanimously approved. **Motion carried.** Meeting adjourned at 7:57 p.m.

ATTEST:

  
Board Secretary

APPROVED:

