



Cincinnati Board of Park Commissioners
Board Meeting Agenda
July 18, 2024 9:00 AM
950 Eden Park Drive Cincinnati, OH 45202

ORDER OF BUSINESS

I. Call to Order

A. Public Comments

II. Administrative Actions*

A. Approval of June 20, 2024, Meeting Minutes

III. Information / Updates

A. Ault Park Update

Eric Dittmer, APAC

B. Parks for Wellness Presentation

Jennifer Spieser, Cathy Crain,
Dr. Sian Cotton

C. Planning & Design Update

Joel Gross, P&D Division Manager

D. HR Update

Derrick Gentry, HR Manager

E. Three Year Forecast Update Draft

Jason Barron, Director

IV. Action Items*

A. Burnet Woods Dog Park

Jason Barron, Director

B. Ault Park Valley Trail Restoration

Joel Gross, P&D Division Manager

C. Foundation Grant Acceptance

Jason Barron, Director

D. In-Kind Donation Acceptance

Jason Barron, Director

V. Director's Comments

VI. Open Commissioner Discussion & Comments

VII. Executive Session

VIII. Next Regular Meeting Date: Thursday, August 15, 2024, at 9:00 AM

IX. Adjournment

*Board Action Requested



Date: July 18, 2024
To: Board of Park Commissioners
From: Jason Barron - Director
Subject: Action Agenda

BOARD OF PARK
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Kick Lee
Vice President

Susan F. Castellini

Phyllis McCallum

John E. Neyer

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

Herta Fairbanks
Division Manager

Joel Gross
Division Manager

Rocky Merz
Division Manager

This memo provides a summary of action items for the July 2024 Park Board Meeting.

Action Items

- **Approval of the June 20, 2024, Meeting Minutes**
- **Burnet Woods Dog Park**
 - See Board Report
- **Ault Park Valley Trail Restoration**

Planning and Design solicited a proposal for this work from Rack and Ballauer, one of our storm water term contractors, to armor approximately 200 feet of eroded stream bank along the Valley Trail in Ault Park. The bid is in the amount of \$99,110. We will be utilizing grant funding for the project from the Ohio Department of Natural Resources. We received a grant for \$343,000 from ODNR for trail and playground work in Ault Park.

We request approval of Rack and Ballauer to complete trail restoration work on the Valley Trail in Ault Park in the amount of \$99,110, with a \$15,000 project contingency to be held in reserve.
- **Foundation Grant Application / Acceptance**
 - Ault Park July 4th
- **In-Kind Donation Acceptance**

BOARD OF PARK COMMISSIONERS

June 20, 2024

CALL TO ORDER

A meeting of the Cincinnati Board of Park Commissioners was held on this day at 950 Eden Park Drive. Commissioners present: President Molly North, Vice President Kick Lee, Commissioner Susan F. Castellini, and Commissioner John Neyer. Commissioner Phyllis McCallum joined virtually. President North called the meeting to order at 9:00 A.M.

Acknowledgement of Public Comments

President North acknowledged seven in-person public comments about the Burnet Woods dog park.

ADMINISTRATIVE ACTIONS

Approval of the May 16 Meeting Minutes

Commissioner Castellini motioned to approve the meeting minutes. Commissioner Neyer seconded. The motion passed by a unanimous roll call vote.

INFORMATION/ UPDATES

Jennifer Harten Retirement

Director Jason Barron congratulated Jennifer Harten, Explore Nature! Manager, on her upcoming retirement after 35 years with Cincinnati Parks. The Commissioners congratulated her and thanked her for her impressive contributions to and tenure with the Park Board.

ACTION ITEMS

Sinton: East Operations Center

Division Manager Joel Gross updated the Board on efforts to amend the current scope of work on an existing contract with KZF Design, allowing them to complete Design Document (DD) level estimation) and provide construction administration services for the Sinton Operations campus. The added scope of work is due to changes in the intended use of the finished space and will increase KZF's proposal by \$36,500. Staff responded to Commissioner questions regarding the project timeline, secured construction funding, and solar power generation and use. Commissioner Neyer motioned to approve a change order increase of \$36,500. Vice President Lee seconded. The motion passed by a unanimous roll call vote.

INFORMATION/ UPDATES

Planning & Design Update

Division Manager Gross updated the Board on the status of Smale Lot 23 design plans, progress on the Biochar project and repairs to Everybody's Treehouse in Mt. Airy Forest, improvements to Washington Park's irrigation system, funding and scope plans for the Ault Park Valley trail restoration, and completion of the Mt. Airy Forest stone signage repair. Staff also informed the Commissioners about a change-of-use request from the Cincinnati Recreation Commission to convert a softball field at Mt. Echo to a soccer field. Parks is exploring the request and will keep the Commissioners informed. The Commissioners and Staff discussed whether there is a known community desire for the change-of-use and Staff confirmed that there is.

The Commissioners and Staff also discussed challenges and opportunities Planning & Design faces related to the City's processes and timelines for procurement and securing competitive project bids. Commissioners and Staff shared ideas on how to improve those processes both internally at Parks and in the City as a whole.

HR Update

HR Manager Derrick Gentry provided an overview of current staff numbers, vacancies, new hires, and efforts to help employees stay healthy and cool in the heat. Staff congratulated West Service Crew Leader Rich Cross on his retirement after a 34-year tenure with Parks. Staff also updated the Commissioners on injuries and efforts to improve injury prevention and safety.

ACTION ITEM

Foundation Grants Application / Acceptance

Director Barron provided an overview of two potential grants from the Cincinnati Parks Foundation, and requested the Commissioners approve the application for and acceptance of grants to support design work for the Beginner Mountain Bike Skills Course at Mt. Airy Forest in partnership with CORA, as well as funding for 2024 programming at Krohn Conservatory. Commissioner Castellini motioned to approve the application and acceptance of these grants in a total amount up to \$181,250. Vice President Lee seconded. The motion passed by a unanimous roll call vote.

DIRECTOR'S COMMENTS

Director Barron presented the following updates:

- Krohn's Butterfly Show is off to a great start and will run through August 18.
- The American Conifer Society gifted a Queen City Ginkgo at a ceremony attended by Mayor Pureval and Councilmember Owens. The tree will be planted at Mt. Airy Forest.
- Rapid Run Park won Cincinnati Magazine's Best of the West award for its fitness trail.
- Parks' Greenspace Team has planted seasonal displays across the city.
- An overview of upcoming summer and 4th of July events throughout Cincinnati Parks.

OPEN COMMISSIONER DISCUSSION

President North expressed excitement about the Owl's Nest renovation process and asked about updates to the Park Improvement Projects 3-Year Plan. Director Barron responded that Staff have been meeting internally to update that document and hope to share it for review at the July Board meeting. President North also asked about progress on planning for Inwood Park and whether the process would be similar to the Owl's Nest project. Director Barron responded that Inwood is a high-priority project that will involve robust community engagement. Commissioner McCallum thanked the Foundation for their help in working to create a CPAC at Lytle Park.

ADJOURNMENT

The next regular meeting date is Thursday, July 18, at 9:00am.

President North motioned to adjourn. The meeting was adjourned at 10:49 A.M.

ATTEST:

PRESIDENT _____ DIRECTOR _____



Date: July 18, 2024

To: Board of Park Commissioners

From: Jason Barron, Director

Subject: Burnet Woods Dog Park Construction Award Approval

BOARD OF PARK

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John E. Neyer

Cincinnati Parks bid out the Burnet Woods Dog Park construction project in the spring. Prus Construction was the only responsive bidder to the invitation to bid. However, their initial bid of \$566,076 was well over the project estimate of \$405,000. The Office of Procurement rejected that bid and directed the Parks Department to enter a negotiation with Prus.

In negotiations, Parks Staff worked with Prus to modify the plans and the scope of the dog park to bring the project into budget, while ensuring that we deliver a beautiful, high-quality new amenity to Burnet Woods that will accommodate as many visitors of all abilities as possible. The new budget for the project from Prus is \$380,990.70.

Attached to this report is a line-item comparison of the original and updated bids for the project and an updated drawing of the modifications to the plan.

The major driver of the unexpectedly high initial bid was the cost of the turf, which was over two times higher than the estimate. Parks Planning and Design Division revised the footprint of the turfed area, added in a concrete pathway through the park, and added sod to the outer areas of the dog park. The concrete pathway maintains a level of accessibility for various levels of mobility to most of the dog park, while also shrinking the amount of turf by over 65%, from 5,266 sf of turf to 1,800 sf in the final design. The turf remains a certified PFAS free turf from ForeverLawn. Maintaining the turf in the central area of the dog park is essential to ensure the highest trafficked area does not become a mud pit that is a maintenance burden. While there is some concern the newly added 2,400 sf of sod could have wear and tear issues, Parks Staff feels those areas will receive less traffic, and this is the best path forward given the cost of turf. Additionally, one of the themes we have heard from some in the community is a preference for natural grass; therefore, we are pleased that this plan offers a mix of turf and grass: turf for improved accessibility and ease of maintenance and grass for increased natural areas.

Other changes to the project scope include removing some line items from the construction project that will instead be completed in-house by Parks staff at a much lower cost than if they were to be completed by Prus. Those line items include benches, trash cans, doggie bag holder, tree plantings, and other horticulture work, such as seeding and planting of shrubs and perennials. The original plan called for a 12" decorative curb around the tree wells. That has been changed to a standard 6" curb. Lastly, we considered including a curb cut and parking striping as part of the project; however, upon further consideration, we may have been overly optimistic that we could make that work. At this time, we do not believe that road conditions on Brookline are adequate for a true handicap parking plan.

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

Herta Fairbanks
Division Manager

Joel Gross
Division Manager

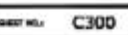
Rocky Merz
Division Manager

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The Park Board has previously authorized \$300,000 for this project. The Cincinnati Parks Foundation has been working with community members to raise funding for this project. At the August 2023 Board Meeting, we accepted \$44,550 from the Foundation to complete the design of the dog park. Fundraising efforts continue with the goal of raising another \$81,000 to cover the \$380,990.70 for the project budget. The expectation is we will approve another grant from the Parks Foundation at the August or September Board Meeting to complete the budget.

Recommendation

Park Board Staff respectfully requests approval of Prus Construction to complete the Burnet Woods Dog Park for \$380,990.70, with a \$25,000 project contingency to be held in reserve.



Sod / Rock Area, Previously Turf = 2400 SF / 265 SY

NOTE:
GRAZING VOLUME DOES NOT
INCLUDE SOIL REMOVED FOR
PROPOSED TURF INSTALLATION.



Burnet Woods Dog Park - Post Bid Pricing

Ref. No.	Item Description	Unit	Estimated Quantity	Original Bid	Post Bid	Notes
1	Tree Preservation	AL	1	\$ 4,000.00	\$ -	By Owner
2	Catch Basin Removed	EA	2	\$ 2,200.00	\$ 2,200.00	
3	10" Storm Sewer Pipe to be Removed	FT	104	\$ 2,912.00	\$ 2,912.00	
4	8" Storm Sewer Pipe to be Removed	FT	13	\$ 1,118.00	\$ 1,118.00	
5	Fill	CY	4.80	\$ 1,152.00	\$ 1,152.00	
6	Cut	CY	68.26	\$ 6,143.70	\$ 6,143.70	
7	Silt Fence	FT	180	\$ 1,080.00	\$ 1,080.00	
8	Inlet Protection (Dandy Bag)	EA	3	\$ 1,260.00	\$ 1,260.00	
9	6" PVC Pipe	LF	295	\$ 19,175.00	\$ 19,175.00	
10	Sanitary Cleanout	EA	2	\$ 2,200.00	\$ 2,200.00	
11	Connection to Ex. Inlet	EA	2	\$ 1,200.00	\$ 1,200.00	
12	Catch Basin with Beehive Grate	EA	2	\$ 11,000.00	\$ 11,000.00	
13	6" underdrain	LF	303	\$ 12,120.00	\$ 12,120.00	
14	3/4 " Water service connection	EA	1	\$ 11,000.00	\$ 11,000.00	
15	5/8" Water meter & closure	EA	1	\$ 3,700.00	\$ 3,700.00	
16	3/4" Backflow Preventer (seasonal, above grade, enclosure)	EA	2	\$ 2,200.00	\$ 2,200.00	
17	3/4" Domestic Water Service	LF	250	\$ 11,500.00	\$ 11,500.00	
18	Drinking Fountain	EA	1	\$ 9,300.00	\$ 9,300.00	
19	Yard Hydrant	EA	2.0	\$ 6,000.00	\$ 6,000.00	
20	Replacement Sidewalk (Concrete, 5" depth)	SF	1,106	\$ 33,180.00	\$ 33,180.00	
21	Entrance Plaza (Concrete, 5" depth)	SF	372	\$ 5,580.00	\$ 5,580.00	
22	Synthetic Dog Turf Surfacing (includes all required base material and nailer board)	SF	5,270	\$ 237,150.00	\$ 111,600.00	Quantity Reduced per Sketch
23	Gravel (#57, mounds)	TON	6.00	\$ 2,400.00	\$ 2,400.00	
24	HDPE Pipe in mound (24" dia, 10' length)	EA	1.00	\$ 3,500.00	\$ 3,500.00	
25	Mound concrete (4" thick)	SF	120	\$ 7,200.00	\$ 7,200.00	
26	Decorative Gravel (Pea Gravel, 4" depth)	TON	11.33	\$ 4,080.00	\$ 4,080.00	
27	6" Concrete Curb per plan and detail	LF	40	\$ 4,400.00	\$ 17,380.00	Quantity increased to 158 LF
28	12" Concrete Curb per plan and detail	LF	118	\$ 35,400.00	\$ -	Removed from Project
29	Fencing (dog park) - Echelon Plus Majestic 3-Rail Puppy Panel 4'H	LF	360	\$ 37,800.00	\$ 37,800.00	
30	Fencing Single Gates	EA	2	\$ 2,200.00	\$ 2,200.00	
31	Fencing Double Gate	EA	1	\$ 2,150.00	\$ 2,150.00	
32	Trash Receptacles	EA	2	\$ 5,000.00	\$ -	By Owner
33	Benches	EA	9	\$ 24,300.00	\$ -	By Owner
34	Doggie Bag Box	EA	1	\$ 250.30	\$ -	By Owner
35	Trees-shade	EA	4	\$ 8,000.00	\$ -	By Owner
36	Shrubs/Perennials (By Owner)	EA	0	\$ -	\$ -	By Owner
37	Shrub/Perennials Soil (12" Depth)	CY	20	\$ 5,900.00	\$ 5,900.00	
38	Bioswale Soil (24" Depth)	CY	15	\$ 3,000.00	\$ 3,000.00	
39	Seed	SF	1,150	\$ 6,325.00	\$ -	By Owner
40	Construction Contingency	LS	1	\$ 25,000.00	\$ -	Removed
	Bid Add Alternate					
41	Parking striping and tip down/curb cut per plan	AL	1	\$ 4,000.00	\$ -	By Owner
	Added Scope - Sod				\$ 14,575.00	Added per Sketch
	Added Scope - Concrete Walking Path				\$ 25,185.00	Added per Sketch
	UNOFFICIAL TOTAL PROJECT WORK:			\$ 566,076.00	\$ 380,990.70	Date: July 11, 2024



Date: July 18, 2024

To: Board of Park Commissioners

From: Joel Gross, Division Manager Planning & Design

Subject: Planning & Design Monthly Update

BOARD OF PARK

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Park Board Commissioners, please review the monthly update from the Planning & Design (P&D) team (**attachment cues in red**, **action items in green**):

2024 PLAN OF WORK PROJECT UPDATES

DNR Division Ludlow Headquarters Service Garage: P&D is awaiting permit review from Cincinnati Buildings and Inspections and anticipates receipt of permit by the end of July. We are coordinating commencement of work with Prus and expect work on foundations and electrical routing to the building to begin in August, with the building to be completed in October 2024.

Theodore M. Berry International Friendship Park Reconstruction: Greater Cincinnati Water Works (GCWW) will issue notice to Proceed on July 22, 2024, with mobilization for construction beginning August 5, 2024. GCWW is coordinating with Prus to confirm site access and review material shop drawings. It is anticipated that all hardscape will be in place by February 2024, with planting to begin when the weather allows in the spring of 2025. It is likely that work will continue through May 2025 with final plantings, punch list items, and project closeout.

Smale Lot 23 Enhancements – Construction: P&D is scheduled to review the 95% plans the week of July 8, 2024. We anticipate quick return of those plans, with THP taking the set through to construction documents in July and early August. It is anticipated that this project will bid this fall, with construction likely lasting a full year.

Biochar Production Facility at Warder Nursery – Design & Installation:

Major updates in this project since the last report are as follows:

- Planning & Design (P&D) and Conservation & Land Management (CLM) continue to lead meetings regularly between the many design consultants involved in the proper selection of equipment. Final equipment selections were vetted and formalized for the Organic Rankine Cycle (ORC) and boiler.
- We are currently working with our consultants to model the shredder, walking floor and pyrolysis unit input and output spacing and elevations such that conveyor belts can be properly sized and accounted for in the design footprint.
- P&D is working to complete survey and design of the roadway from North Bend Road to the Warder Campus in keeping with the submittal requirements outlined in Springfield Township / Hamilton County's Conditional Use Request

application. We are meeting to review proposed access roadway / electrical feed alignments and drainage the week of July 8 and anticipate having plans prepared for Board review during the August 2024 meeting.

- Assuming all elevation and spacing questions can be resolved reasonably quickly, it is anticipated that Design Document (DD) – level plans for the biochar building will be ready in early August. Current design considerations involve location of the pyrolysis unit exhaust stack and the radiant heat concerns associated with this area of the building.
- It is anticipated that Parks will present this project publicly for approval of the Conditional Use Request from Springfield Township in September 2024. Parks is in the process of scheduling a public engagement session with Springfield Township that will happen before the zoning hearing.

Sinton – East Operations Center: The Board approved the KZF design change order in the amount of \$36,500 during the June 2024 meeting. The Administrative Waiver 23 work order that will allow KZF to complete Design Document (DD) – level estimation was approved, and revisions to the design contract are currently underway with the City Law Department. This contract needs to be finalized before KZF can provide DD level plans and estimates for consideration. P&D will provide update on these items as the contract is resolved and work on this project resumes.

Burnet Woods Dog Park (Action Item): See Board Report.

Everybody's Treehouse in Mt. Airy – Repairs and Stabilization: Schaeffer is working to prepare the necessary structural repair details from the list of recommendations included in the June 2024 Board report. We anticipate these plans will be completed in August 2024. P&D anticipates cost estimates will be received in time to be reviewed and presented to the Board in September 2024.

Washington Park: Irrigation installation has been completed. P&D has been informed that the additional \$150,000 that had been allotted in the FY 2025 budget for the next steps of refurbishment at Washington Park has been reallocated to a different project by City Council in the budget process. Work will be necessary in the coming years to correct additional sidewalk, historic fencing, irrigation, and pavement issues, but this additional work is no longer currently funded or under design.

Mt. Echo Pavilion – Roof Repairs: Coordination and structural design continued through June. There was concern that the structural members relied on in the initial design were not fastened as anticipated and would not adequately support the revised gutters and copper cornice. After additional on-site consultation, a revised structural correction utilizing Laminated Veneer Lumber (LVL) members provided the necessary loading within the exceedingly small envelope of work. These changes resulted in use of some of the contingency which was already accounted for and funded in the project. Framing will continue the week of July 8, with copper cornice to be installed in late July and early August. **Please see the attached rendering used to help communicate the structural design and the final framing plan.**

Glenway Park Renovations: Work continues to finalize grant agreements and progress design for this project. P&D has provided the geotechnical testing firm with locations for soil borings on the south end of the park, which will be utilized to determine best use for any relocated material. We are working with Parks Grant Writer, Kara Schirmer, to assist in

preparation of a conceptual site plan with preliminary costs for major site components in support of a forthcoming grant application deadline in August. We anticipate that the base scope, given a current \$425,000 funding total, would include a new playground and connection of the loop from Brevier Avenue to the drinking fountain on the upper end of the park, with as minimal re-grading as possible in order to accomplish ADA - accessible grade. With more funding, we would prioritize full south-end regrading, and remove approximately 5,000 cubic yards of soil material, trail / pathway lighting, and additional playground amenities. Conceptual design is in progress, and the Board can expect to see an update highlighting the proposed scope of work and alternatives for this project during the August meeting.

Warder Nursery Reactivation: P&D received and is in process of reviewing the structural assessment report on all the buildings on the Warder Nursery campus from Woolpert. We anticipate summarizing recommendations and rough order of magnitude costs in September.

Owls Nest Pavilion Restoration Project – Design, Community Engagement, and Cost Estimate: On July 2, 2024, KZF Design and Parks collaborated for a community engagement session at the Evanston Recreation Center to present the final schematic design concept for Owl's Nest Park and Pavilion. This meeting included stakeholders from the adjoining neighborhoods of Evanston, East Walnut Hills, and O'Bryonville. The concept was generally well received by the community with general alignment on the scope presented. KZF is working to complete the Schematic Design (SD) for both the Pavilion and Site by end of July 2024, which will be the end of the current contract with Parks. The SD package will be used to carry the project into the next steps including strategizing a fundraising campaign. Overall Project costs are currently projected to be between \$3.5-4.0 million. More immediately, Parks will be working to implement temporary structural stabilizations per the recommendation of the consultant. **Please see the attached excerpts from that presentation.** On July 9, 2024, Kara Schirmer and Joel Gross met with representatives from the Trust For Public Land Grant Advisory team, who had several insights on additional funding sources that may be explored. P&D will assist Parks' grant writing team as necessary to apply for these funds.

California Woods – Hydrological Plan Design: P&D is awaiting completion of the draft for professional services contract to Stantec, which is anticipated to be completed in July 2024. Once the contract is completed, we will request certification of funds. P&D anticipates that work on this project will begin in August 2024.

Inwood Park – Master Planning, Concept, and Request for Proposals: On June 27, P&D met on site to discuss the path to move forward with this project. Several major ideas and issues were identified on site that are now being vetted in preparation for master planning and investigatory services. Utilities and previous park uses are of some concern with planned grade changes, and we anticipate completion of this due diligence in-house before an early 2025 RFP will take the designs from concept to construction. We anticipate initial public engagement and input will occur in late-fall 2024. The next meeting to advance conceptual design is scheduled for July 17, 2024.

PRIORITY MAINTENANCE & EMERGING REPAIR PROJECTS

Avon Woods Roof Replacement: P&D received the fully executed contract for this work on June 26, 2024. Purchasing also sent the contract to Imbus Roofing. We are working to schedule the preconstruction meeting for this project. We anticipate the work will begin in August and be complete by the end of September 2024.

Ault Park Valley Trail Restoration (Action Item): Planning and Design solicited a proposal for this work from Rack and Ballauer, one of our storm water term contractors, to armor approximately 200 feet of eroded stream bank along the Valley Trail in Ault Park. The bid is in the amount of \$99,110. We will be utilizing grant funding for the project from the Ohio Department of Natural Resources. We received a grant for \$343,000 from ODNR for trail and playground work in Ault Park. **We request approval of Rack and Ballauer to complete trail restoration work on the Valley Trail in Ault Park in the amount of \$99,110, with a \$15,000 project contingency to be held in reserve.**

Burnet Woods Bandstand: The roof and underside of the Burnet Woods bandstand is approaching extremely poor shape. It appears that many components of the roof are in need of significant repair, including removal of the historic clay roofing tile, repairing roofing and framing understructure, waterproofing and reinstallation of roofing materials. The P&D Architecture team is beginning assessment and scoping for repairs. This item is near the top of the list for items that need to be addressed with the next available infrastructure and rehabilitation funding. **Please see the attached photos outlining the current condition.**

Eden Park – Art Museum Driveway Improvements: The northbound lane (downhill side) of Art Museum Drive will be closed for approximately 150 days starting July 22, 2024. This work is to correct a landslide and will improve the existing sidewalk, retaining wall and guard rail. **Please see the revised detour plan as provided by DOTE on July 3.** P&D will also include any revised Maintenance of Traffic (MOT) Plans that are received before this report is due.

Eden Park – Victory Parkway / Eden Park Drive Bridge and Roadway Improvements: P&D continues to meet bi-weekly with DOTE to discuss Park property impacts associated with the forthcoming Victory Parkway Bridge, Roadway, and Sidewalk repair and enhancements. P&D continues to work with the operations team to track down some drainage issues associated with the Melan Arch Bridge and associated drainage infrastructure. It is likely that piping investigation will result in the need to daylight the storm sewer from this area in another direction to alleviate damage to the bridge and historic stacked stone wall beneath. Planning will continue for this project through the end of 2024, with construction anticipated in 2026. **Please see the attached excerpts from the June 1 Stage 1 preliminary submittal, as provided by City of Cincinnati DOTE.**

Sawyer Point Skating Rink: Southwestern Ohio Services has not been responsive during construction management of this project and has twice provided incorrect timelines for completion. Parks last reached out to them for an update on July 8, 2024, with no response as of yet. We anticipate this work will be complete by the end of July. We will also work internally to garner many more contractors for this type of work to increase competition and options moving forward on our many upcoming surfacing projects.

Smale Riverfront Geothermal System: The following progress has occurred since the last update:

- Boone Water Systems began mobilization on June 17, 2024, to clean the geothermal wells and install two new pumps that provide critical redundancy to the heating and cooling systems of the Christian Moerlein Lager House, Anderson Pavilion and Carousel buildings of Smale Park. MSD returned the required sanitary sewer discharge permit for acceptance of the residual cleaning water on July 8. We anticipate all four wells and both new pumps will be installed before the end of August, 2024.

- P&D worked with Jenny Mobley to submit the application for an individual permit for discharge on June 27, 2024. We anticipate review comments by the end of July.

Yeatman's Cove Water Leak: Investigation and repair contractors mobilized to the site on July 9, 2024. They are currently working to assess the location of the water service leak near the west Yeatman's Cove concession stands, and repair and replace hydrants in anticipation of heavier park activation for events like Oktoberfest. P&D anticipates the assessment and repair work will be completed in August 2024.

PROPERTY IMPACTS

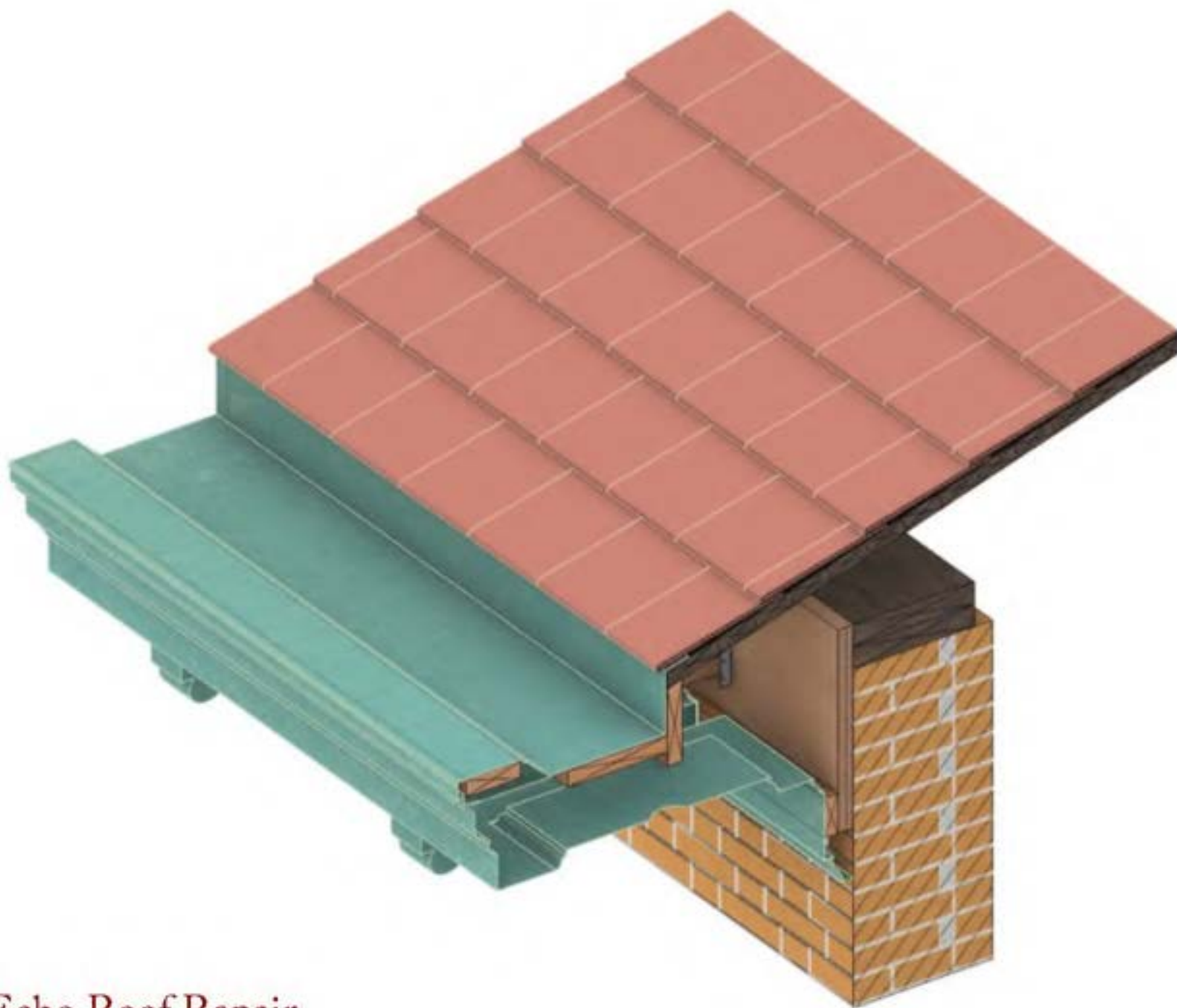
Linwood Park – Soil Testing: Duke's consultant completed staking work to identify trees that may be impacted by the installation of a new high pressure gas pipeline. Construction of the pipeline is anticipated to begin in 2025. On May 31, 2024, initial staking was completed to identify vegetation that will likely need to be removed to complete the pipeline installation. Parks CLM team is working to appraise the approximately three trees that will need to be removed as a part of the subsequent gas main pipeline construction, slated to begin in 2025.

Stanberry Park – Existing Equipment Removal: Duke Energy has re-engaged Parks with the attached plan set outlining their plans to remove existing overhead power poles and associated infrastructure in and around Stanberry Park. **Please see the attached plans provided by Duke, and parcel impact assessment map that was prepared by P&D in 2023 after initial request.** P&D and CLM are scheduled to meet with Duke project representatives on July 11, 2024, to review the Right of Entry documents and site impacts. P&D will relay any additional concerns resulting from this meeting during the July 2024 Board meeting.

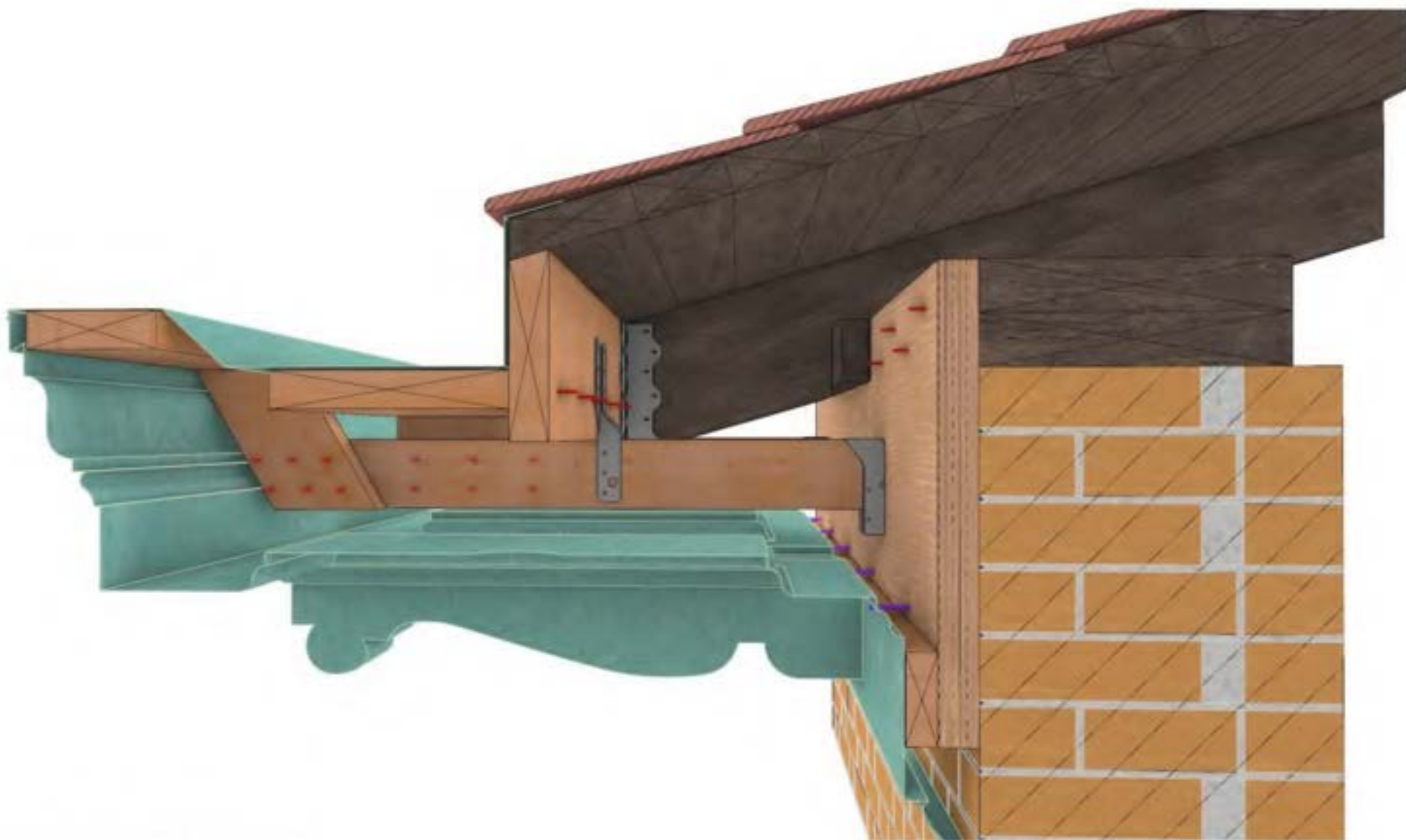
P&D INITIATIVES

Bronze Sign Re-creation and Reinstallation: During the Lytle Park renovation, one of the cast iron bases for the historic bronze signs was stolen from a secured area within the job site. As a part of replacement, the contractor agreed to pay \$15,000 for the casting, installation, and painting of a single cast iron pole. This issue brings to light that there is no mold of the original sign casting to be utilized for reproduction. P&D has several of the historic bronze signs that have been removed from many parks as the bases were damaged or broken years ago. P&D is endeavoring to return these signs to their proper homes, as funding allows. To solve the stolen base problem, P&D has collaborated with Prus and Stewart Iron Works to obtain pricing to recast the mold from historic documents and specifications **(please see attached)**. The cost of this mold is \$21,165. The Parks Foundation has graciously agreed to donate \$10,500 toward the mold. The remaining \$10,665 is proposed to be paid from the oldest infrastructure rehabilitation funding available. At the end of this process, we will be able to reinstall the historic Lytle sign, and Parks will be prepared to replace and reinstall any additional signs.

Hauck Document Preservation and Art Inventory: For the upcoming fall semester, P&D has extended offers to two Art Preservation Cooperative Education Students. P&D is responsible for the proper inventory and preservation of the many historic art pieces, sculptures, statues, memorials, monuments, and documents that exist within our parks. These students are in the process of studying how to properly handle and preserve many forms of historic artifacts, and their perspective, training and organizational skills will be invaluable as we continue toward proper inventory of our historic and artistic assets.



Mount Echo Roof Repair



Mount Echo Roof Repair

Owl's Nest Community Engagement



Plan View

KZF DESIGN

Owl's Nest
Community
Engagement



Pavilion Plan View

KZF 135161

Owl's Nest Community Engagement



North View

KZF 11311

Owl's Nest Community Engagement



North View

KZF 103161

Owl's Nest Community Engagement



South View

KZF 111111



Madison Entrance Plan View

KZF 111111

Owl's Nest Community Engagement



Madison Entrance Street View

KZF 111111



Fairfax Entrance Plan View

KZF DESIGN

Owl's Nest Community Engagement



Fairfax Entrance Street View

KZF DESIGN



Owl's Nest Community Engagement

Pogue Entrance Plan View

KZF DESIGN

Owl's Nest Community Engagement



Pogue Entrance Street View

KZF 111111

Owl's Nest Community Engagement

Scope Item	Cost
Short term Pavilion Stabilization Repairs	\$415,000
Pavilion Building, Terraces, Stairs and Stage	\$1,545,000
Restroom Option for Pavilion	\$270,000
Site Work (landscaping, pedestrian paths, stairs/ ramps)	\$1,100,000
Madison Road Entrance Landscaping	\$40,000
Fairfax Entrance Landscaping	\$36,000
Pogue Entry Landscaping with Gate	\$40,000
Lighting	\$300,000
TOTAL	\$3,746,000



Preliminary Cost Estimate

KZF DESIGN

Burnet Woods Band Stand





Burnet Woods Band Stand



Burnet Woods Band Stand

Burnet Woods Band Stand



Burnet Woods Band Stand



[illegible]

SPECIAL EVENTS				
Retaining Wall/Sideeack improvements Art Museum Dr. Closure and Detour				
CITY OF CHICAGO DEPT. OF TRANSPORTATION & LAND DIV. OF TRAFFIC ENGINEERING				
APPROVED _____		DATE _____		
SCALE	DRAWN	CHECKED BY	FILE NO.	
1/8" = 1'	1/8" = 1'	1/8" = 1'	1/8" = 1'	

Victory Parkway - Bridge to Martin Drive

CITY OF CINCINNATI DEPARTMENT OF TRANSPORTATION AND ENGINEERING PROPOSED IMPROVEMENT

VICTORY PARKWAY SAFETY IMPROVEMENT HAM CR 674 0.53 VICTORY PARKWAY PID 117208

2023 SPECIFICATIONS:

THE STANDARD SPECIFICATIONS OF THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION AND THE CITY OF CINCINNATI SUPPLEMENT THERETO, INCLUDING THE SPECIAL PROVISIONS LISTED IN THE BID DOCUMENT SHALL GOVERN THIS IMPROVEMENT.

NOTES:

THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN ON THESE PLANS HAS BEEN OBTAINED BY DILIGENT FIELD CHECKS AND SEARCHES OF AVAILABLE RECORDS. THE CITY OF CINCINNATI DOES NOT GUARANTEE THE ACCURACY OF THE AFOREMENTIONED LOCATIONS AND ACCEPTS NO RESPONSIBILITY FOR ANY EXPENSE RESULTING FROM ERRORS OR OMISSIONS OF UTILITY LOCATIONS. CONTRACTOR(S) SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATIONS OF ALL UTILITIES IN THE FIELD PRIOR TO THE START OF ANY WORK. NOTIFY PROJECT ENGINEER OF ANY DISCREPANCIES OR CONFLICTS PRIOR TO BEGINNING WORK IN AFFECTED AREA.

INDEX OF SHEETS:

TITLE SHEET	1
SCHEMATIC PLAN	2
BASELINES & CONTROL POINTS	3
TYPICAL SECTIONS	4
DEMOLITION PLAN	5-10
WORK PLAN	12-16
END STATE PLAN	18-22
GRADING PLAN	24-28
ROADWAY PROFILE	30-33
SECTION VIEWS	34-39
GRADING & CURB RAMP DETAIL	40-49
BRIDGE DRAWINGS	1
PAVEMENT MARKINGS	56-73
SIGNAGE	76-84
TRAFFIC DRAWINGS	85
WATER WORKS DRAWINGS	1

EARTH DISTURBED AREAS:

PROJECT EARTH DISTURBED AREA	16.6 ACRES
ESTIMATED CONSTRUCTION EARTH DISTURBED AREA	0.29 ACRES
NETICE OF INTENT EARTH DISTURBED AREA	16.35 ACRES

PROJECT SCOPE:

SAFETY IMPROVEMENTS INCLUDING ADDITION OF SIDEWALKS AND UPDATING EXISTING SIDEWALKS, CURB BARRIERS AND RAISED CROSSINGS, BICYCLE LANE, UPGRADE LIGHTING, IMPROVEMENTS TO THE CONDITION AND SAFETY OF BRIDGE RAILINGS AND BRIDGE STRUCTURES. WORK INCLUDES DEMOLITION OF EXISTING SIDEWALK, CURB, AND WALL, CONSTRUCTION OF CURB, WALK, AND DRIVEWAY. DRAINAGE WORK INCLUDES INSTALLATION OF CONDUIT AND INLET STRUCTURES.

NOTICE OF CONFIDENTIALITY - PUBLIC INFRASTRUCTURE RECORD:

THIS DOCUMENT IS A PUBLIC INFRASTRUCTURE RECORD OF THE CITY OF CINCINNATI AND THE DEPARTMENT OF TRANSPORTATION AND ENGINEERING, AND IS NOT SUBJECT TO THE PUBLIC DISCLOSURE REQUIREMENTS OF THE PUBLIC RECORDS LAWS OF THE STATE OF OHIO AND FEDERAL GOVERNMENT. THIS DOCUMENT IS BEING PROVIDED ON THE BASIS OF YOUR REPORTED NEED, AND SHALL BE CONSIDERED CONFIDENTIAL. BY ACCEPTING THIS DOCUMENT, YOU AGREE THAT IT WILL NOT BE SHARED OR OTHERWISE DISCLOSED TO ANYONE OTHER THAN PERSONS WHO HAVE A DIRECT NEED TO KNOW FOR THE SOLE PURPOSE OF CARRYING OUT THE PROJECT FOR WHICH THIS DOCUMENT WAS OBTAINED. ANYONE RECEIVING THIS DOCUMENT IS BOUND BY THE SAME CONFIDENTIALITY REQUIREMENTS AND MUST TAKE PRECAUTIONS TO PROTECT AGAINST ITS DISSEMINATION.

THE FAILURE TO OBSERVE THE CONFIDENTIALITY REQUIREMENTS OF THIS NOTICE SHALL SERVE AS THE BASIS FOR THE CITY OF CINCINNATI TO IMMEDIATELY SEEK LEGAL REMEDY, INCLUDING THE RECOVERY OF ACTUAL DAMAGES RESULTING FROM UNAUTHORIZED ACCESS OR DISCLOSURE OF THIS DOCUMENT.

EDEN PARK DRIVE - STA. 0+00 TO STA. 19+17
PARK AVENUE - STA. 19+17 TO STA. 25+40
VICTORY PARKWAY - STA. 25+40 TO STA. 54+10



VICINITY PLAN
Scale: NOT TO SCALE

RECOMMENDED:	PRINCIPAL ENGINEER, DEVELOPMENT & PERMITS	DATE
RECOMMENDED:	PRINCIPAL ENGINEER, TRANSPORTATION DESIGN	DATE
RECOMMENDED:	PRINCIPAL ARCHITECT, TRANSPORTATION PLANNING & URBAN DESIGN	DATE
RECOMMENDED:	PRINCIPAL ENGINEER, STRUCTURES	DATE
RECOMMENDED:	PRINCIPAL ENGINEER, CONSTRUCTION	DATE
APPROVED:	DIVISION MANAGER, TRAFFIC ENGINEERING	DATE
APPROVED:	DIVISION MANAGER, DEVELOPMENT PERMITS & URBAN DESIGN	DATE
APPROVED:	DIVISION MANAGER, TRAFFIC SERVICES	DATE
APPROVED:	DEPUTY DIRECTOR/CITY ENGINEER	DATE
APPROVED:	DEPUTY DIRECTOR	DATE
APPROVED:	DIRECTOR OF TRANSPORTATION AND ENGINEERING	DATE



CITY OF CINCINNATI
DIVISION OF ENGINEERING
PRELIMINARY
SUBJECT TO REVISION
STAGE 1 SUBMITTAL
JUNE 1, 2023

PROFESSIONAL STAMP

Signature: _____
Title: _____
Date: _____

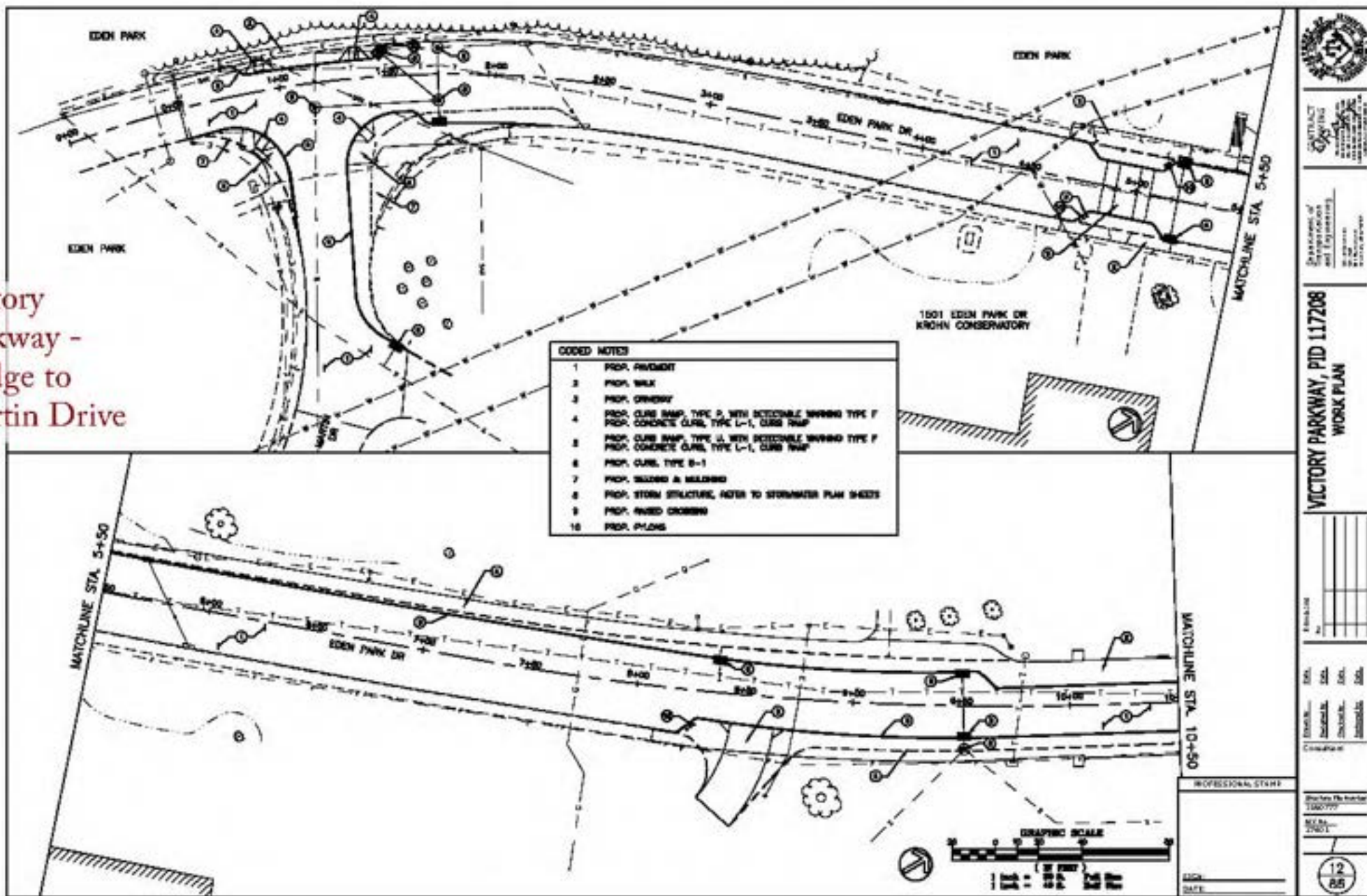


CONTRACT NO. _____
SHEET NO. _____
DATE: _____

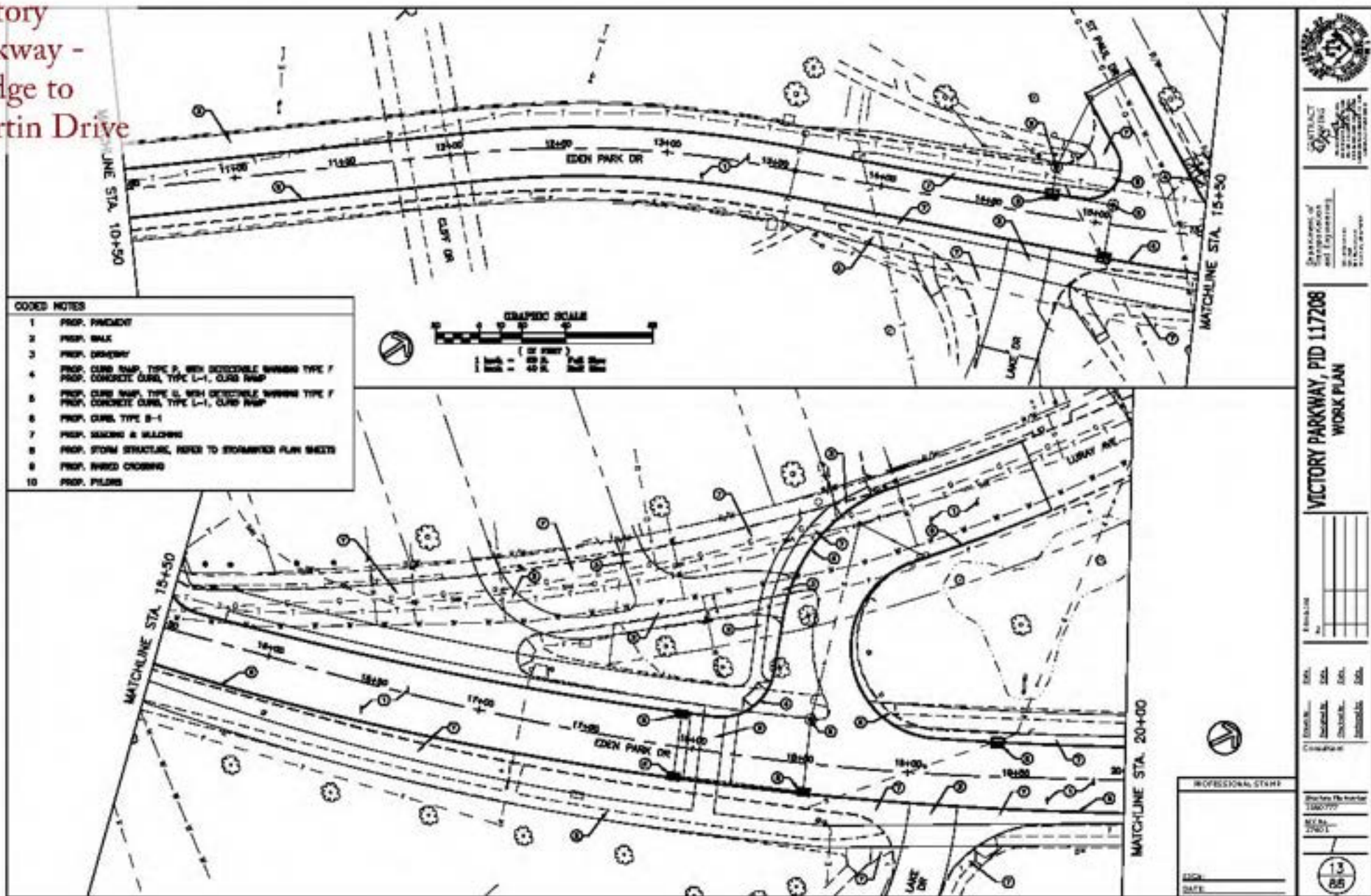
VICTORY PARKWAY, PID 117208
TITLE SHEET

REVISIONS	NO.	DATE	BY	CHKD.	APP'D.
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

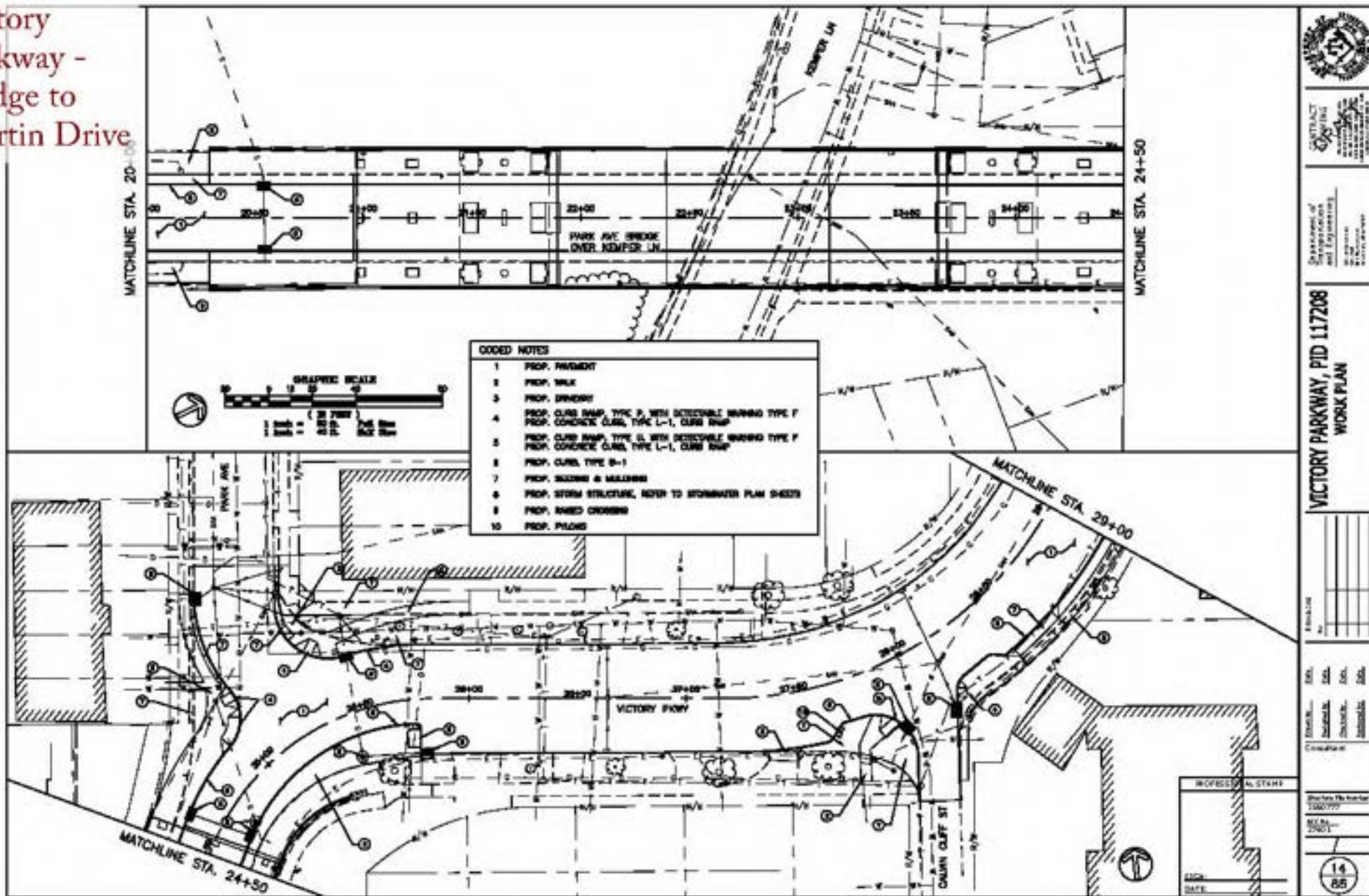
Victory Parkway - Bridge to Martin Drive



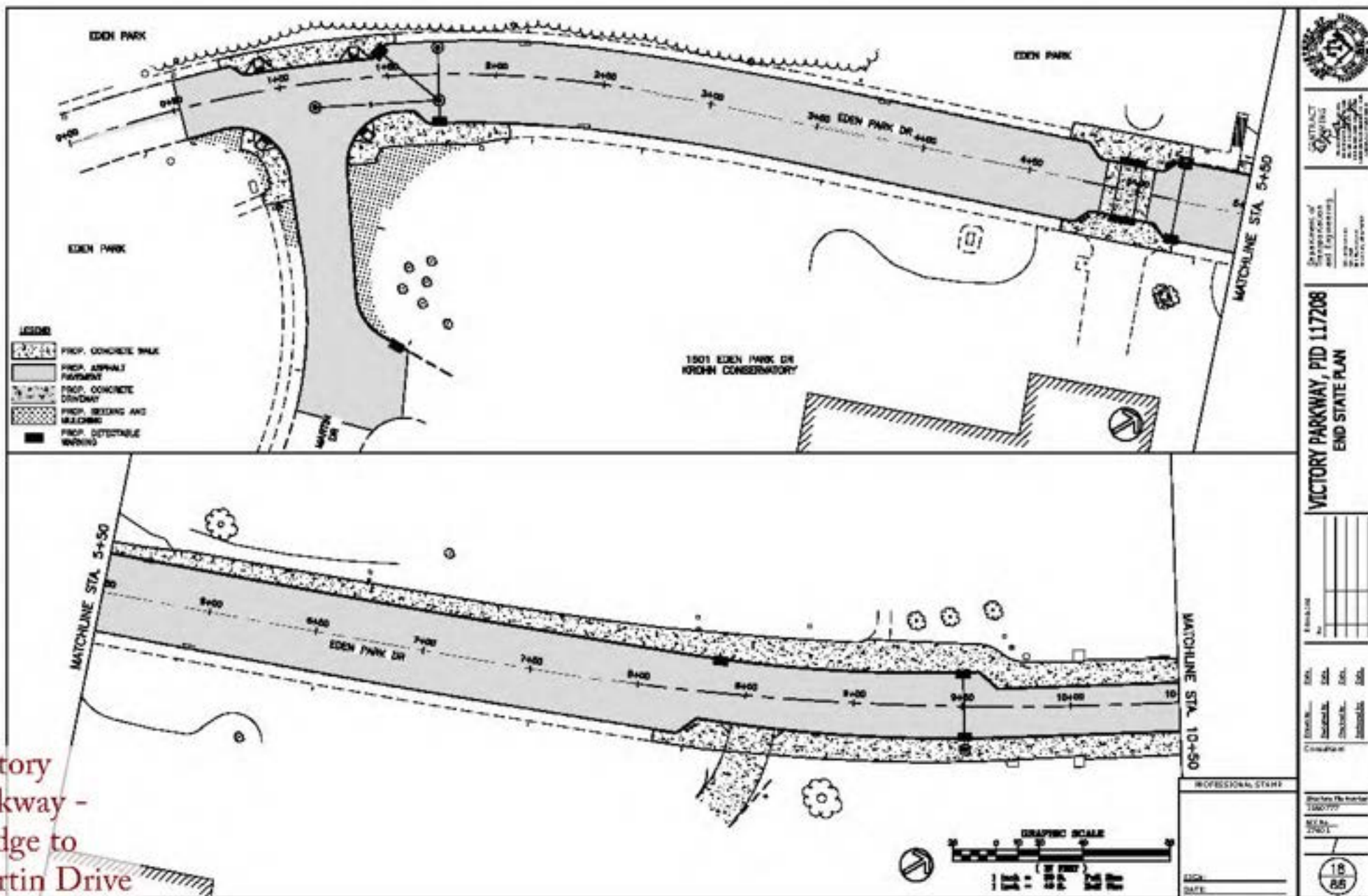
Victory Parkway - Bridge to Martin Drive



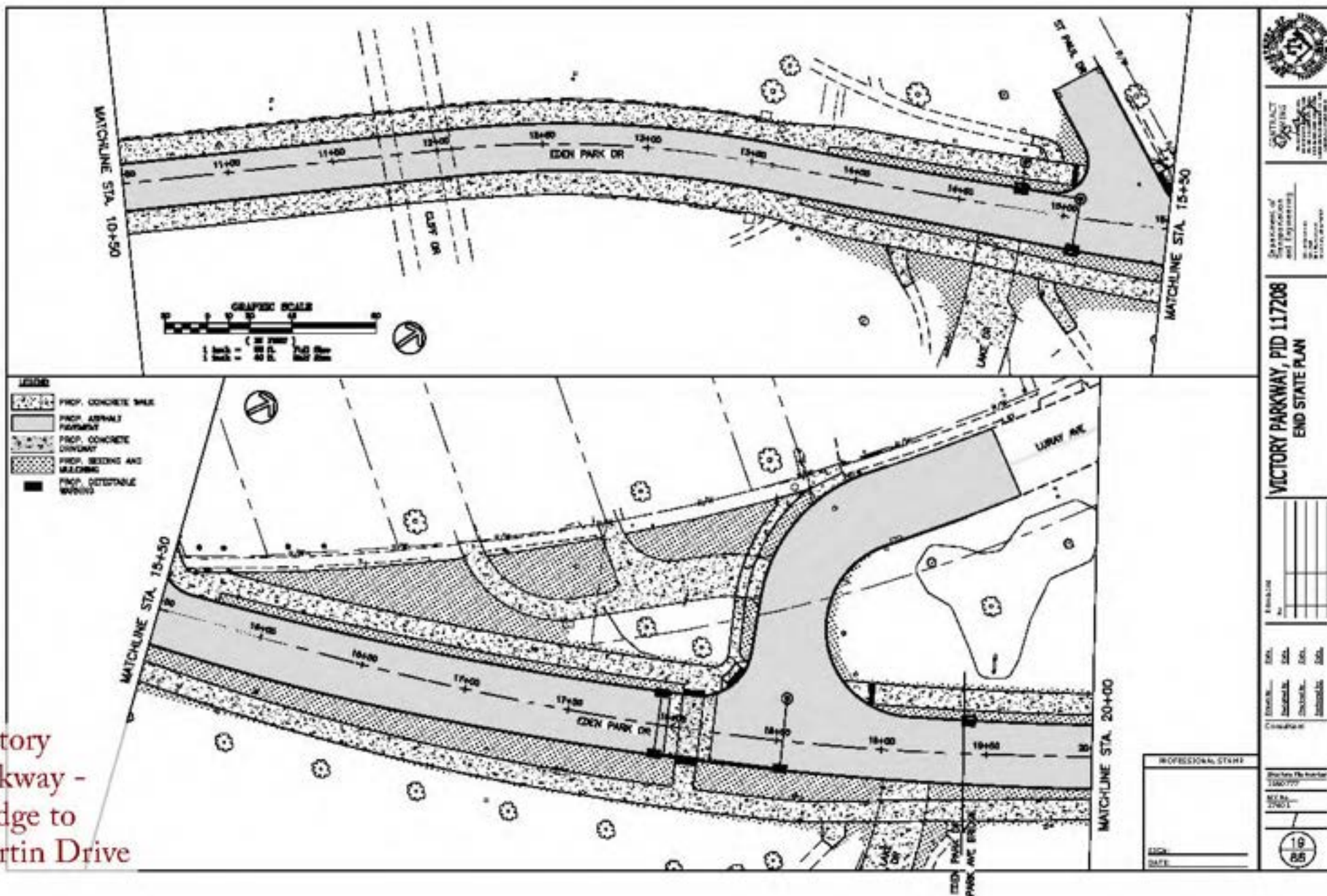
Victory Parkway - Bridge to Martin Drive



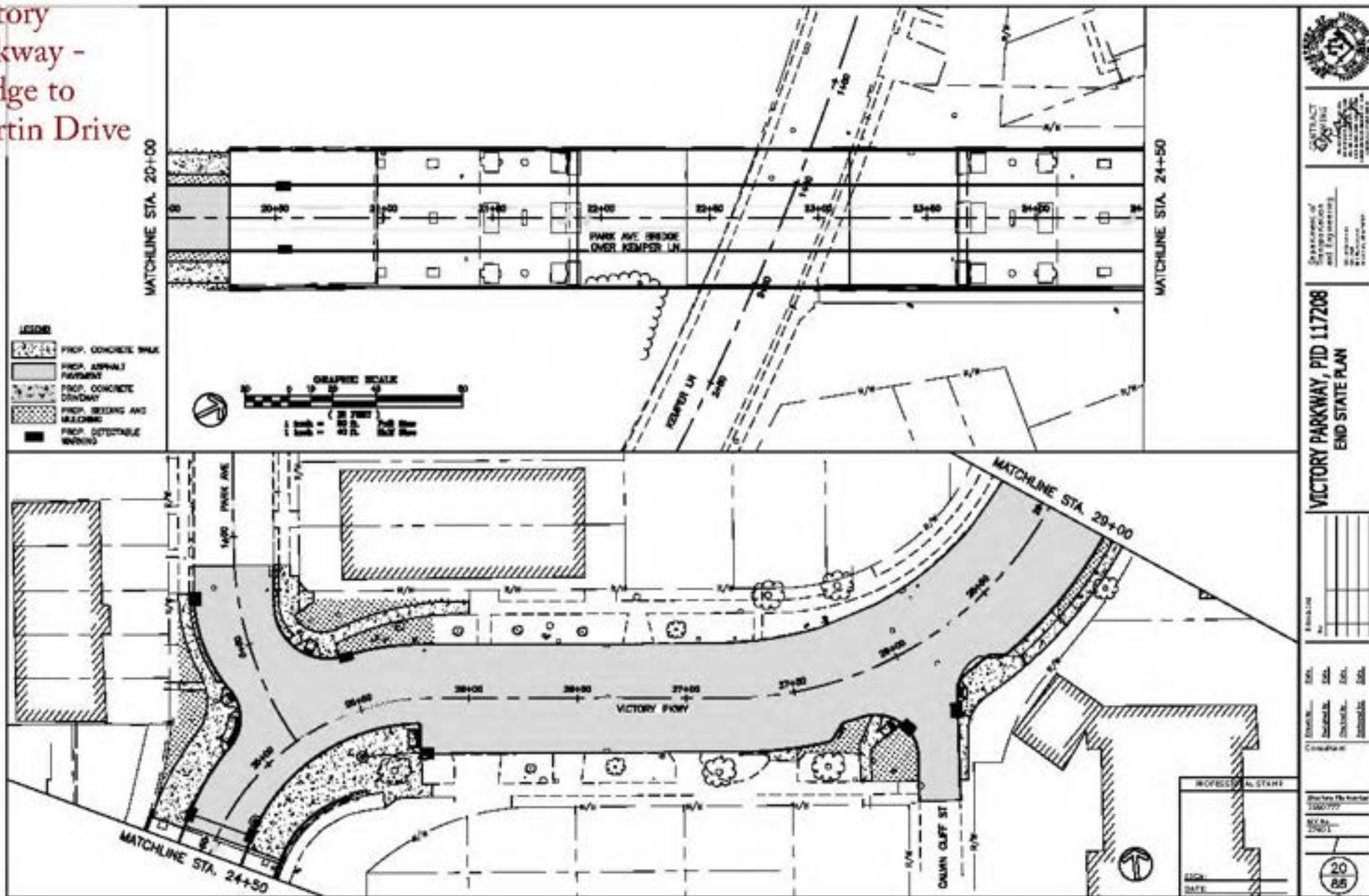
Victory
Parkway -
Bridge to
Martin Drive

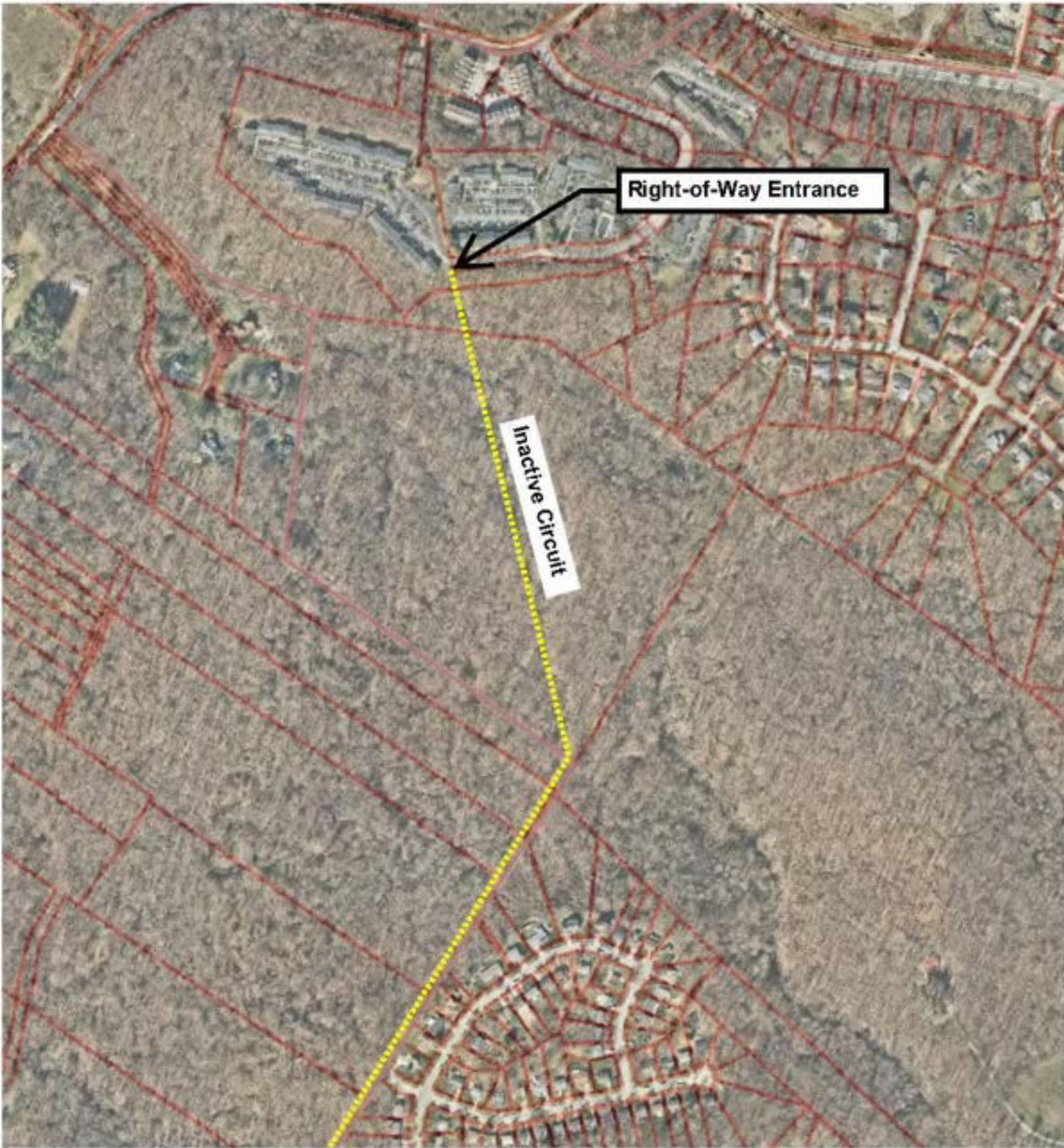


Victory Parkway - Bridge to Martin Drive



Victory Parkway - Bridge to Martin Drive





Duke Energy - Line Overview

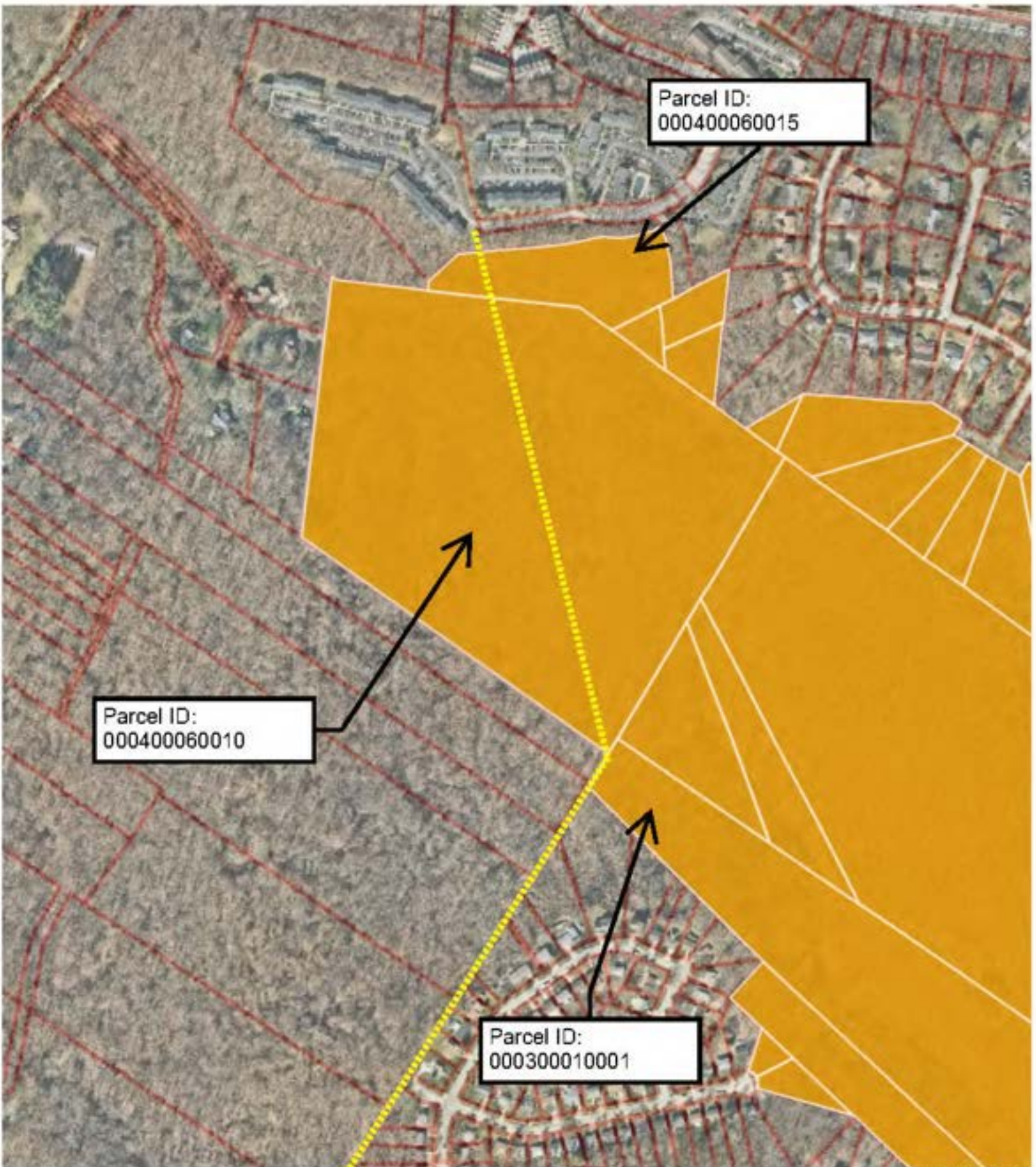
Stanberry Park

6/26/2023

Stanberry Park - Duke
Power Line Removal

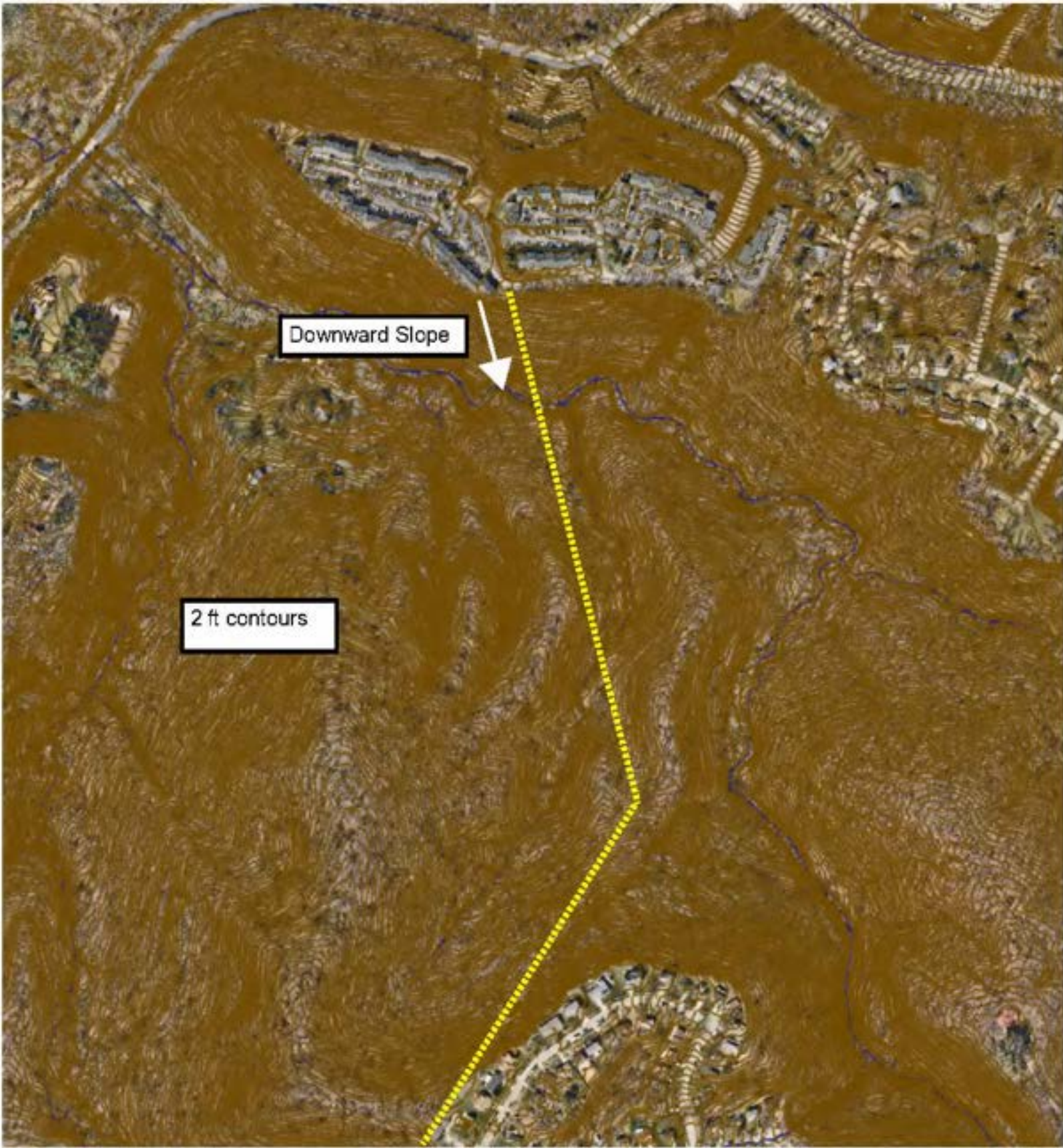
42





Duke Energy - Park Parcels
Stanberry Park
6/26/2023

Stanberry Park - Duke
Power Line Removal



Duke Energy - Contour Overview

Stanberry Park

6/26/2023

Stanberry Park - Duke
Power Line Removal⁴⁴

Stream Crossing 1

39.1016389, -84.3971593

- Do not remove plants within 15 feet of stream corridor.
- No heavy equipment crossing the stream
- No use of pesticide anywhere on park property

Trail Crossing

Stream Crossing 2

39.0995439, -84.3965283

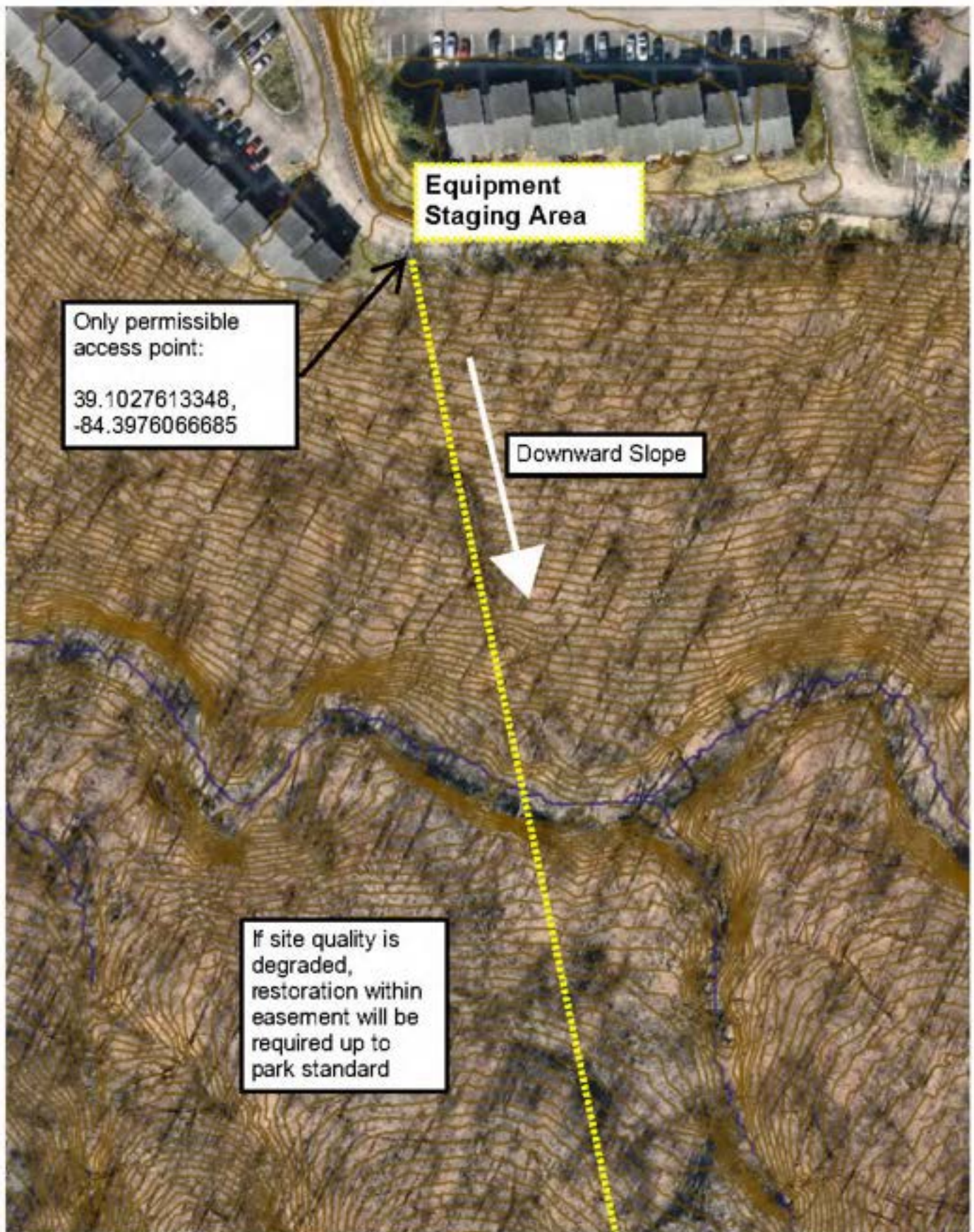
- Do not remove plants within 15 feet of stream corridor.
- No heavy equipment crossing the stream
- No use of pesticide anywhere on park property

Duke Energy - Stream Crossings

Stanberry Park

6/26/2023

Stanberry Park - Duke
Power Line Removal 45



Duke Energy - Entrance
Stanberry Park
6/26/2023

**Stanberry Park - Duke
Power Line Removal**



USP: BREAKER NUMBER 313 AT SUBSTATION NEWTOWN 42

USP:
USP:
USP:
USP:



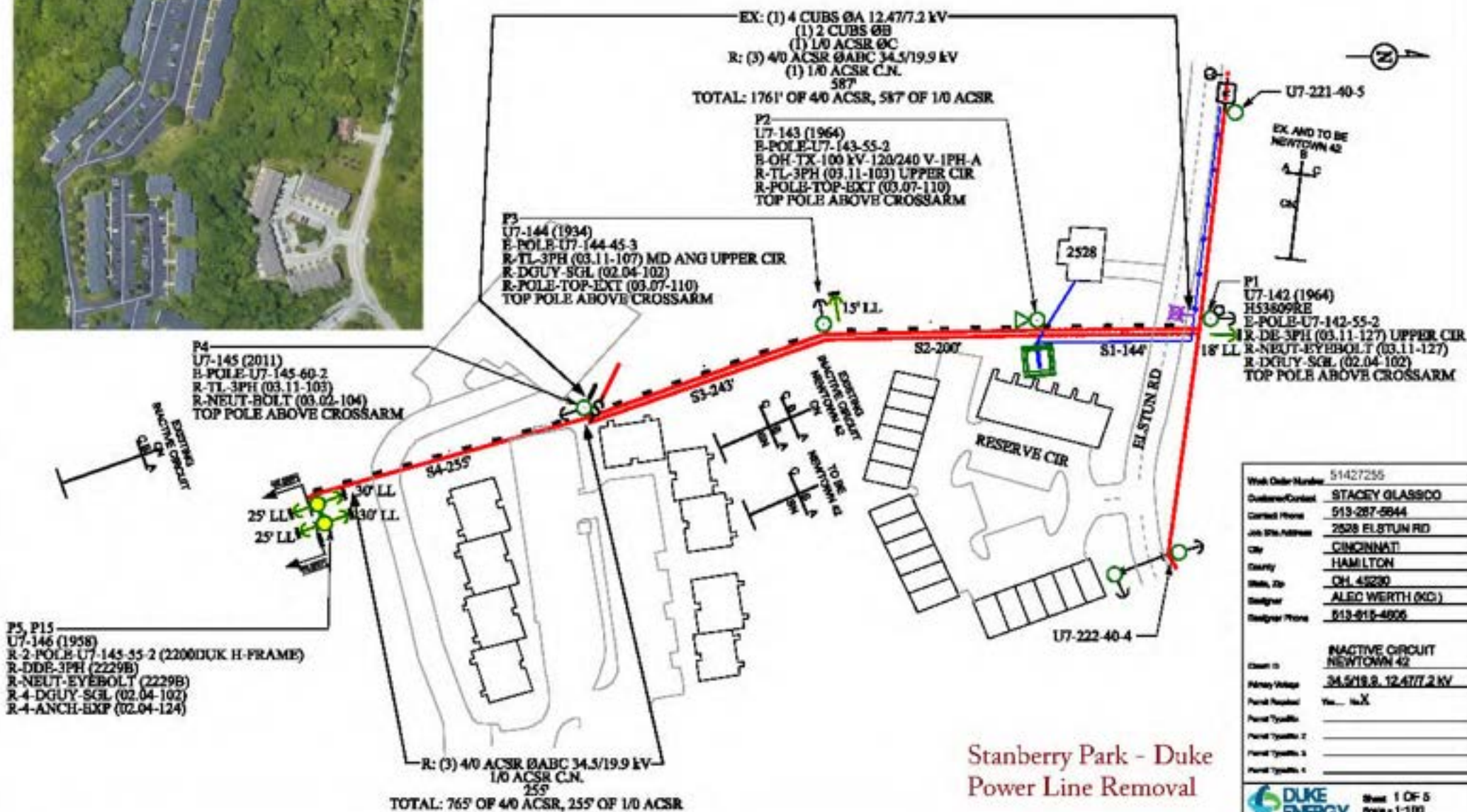
Safety Reminders / Adverse Conditions

7: OBSERVE ALL STANDING ORDERS
7: TRAFFIC FLAGGING REQUIRED
7: INACTIVE CONDUCTOR ON GROUND
7:



Work Zone General Comments:
BACK LOT LOCATIONS
HEAVY VEGETATION

REMEMBER: Work zone area conditions may have changed for this job! Everyone is responsible for verifying the above safety information is correct prior to any work being performed each day.



Stanberry Park - Duke
Power Line Removal

Work Order Number: 51427255
Customer/Contact: STACEY GLASSCO
Contact Phone: 513-287-5844
Job Site Address: 2528 ELSTON RD
City: CINCINNATI
County: HAMILTON
State, Zip: OH, 45230
Designer: ALEC WERTH (KID)
Designer Phone: 513-915-4006

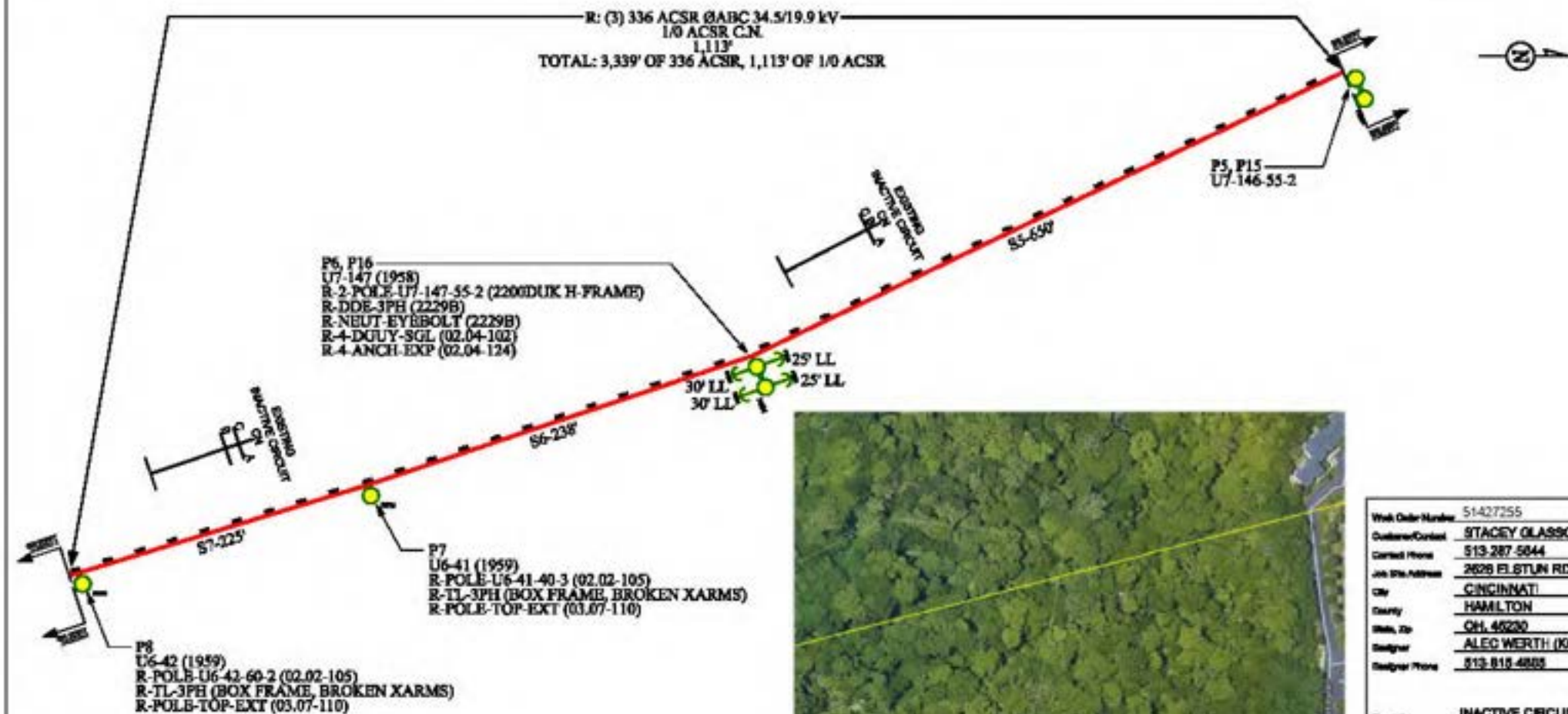
Client to: INACTIVE CIRCUIT
NEWTOWN 42
Primary Voltage: 34.5/19.9 12.47/7.2 KV
Panel Requested: Yes ☒ No ☐
Panel Type(s):
Panel Type(s) 2:
Panel Type(s) 3:
Panel Type(s) 4:



Sheet 1 OF 5
Scale = 1:100

 SAFETY First 1-800-451-7777 1-800-451-7777 1-800-451-7777	USP: CIRCUIT INACTIVE USP: USP: USP: USP:	 Safety Reminders / Adverse Conditions 7: OBSERVE ALL STANDING ORDERS 7: INACTIVE CONDUCTOR ON GROUND 7: 7:	 Work Zone General Comments: LIMITED ACCESS HEAVY VEGETATION

REMEMBER: Work zone area conditions may have changed for this job! Everyone is responsible for verifying the above safety information is correct prior to any work being performed each day.



Stanberry Park - Duke
Power Line Removal

Work Order Number:	51427255
Customer/Contact:	STACEY GLASSCO
Contact Phone:	513-287-5044
Job Site Address:	2628 ELSTON RD
City:	CINCINNATI
County:	HAMILTON
State, Zip:	OH, 45230
Designer:	ALEC WERTH (KCI)
Designer Phone:	513-815-4803
Circuit ID:	INACTIVE CIRCUIT
Primary Voltage:	34.5/19.9 kV
Panel Request:	Yes ☒ No ☐
Panel Type(s):	
Panel Type(s) 2:	
Panel Type(s) 3:	
Panel Type(s) 4:	

 Sheet 2 OF 5
Scale = 1:100



REMEMBER: Work zone area conditions may have changed for this job! Everyone is responsible for verifying the above safety information is correct prior to any work being performed each day.



Work Order Number: 51427255
 Customer/Contact: STACEY GLASSCO
 Contact Phone: 513-287-6844
 Job Site Address: 1413 MEADOWBRIGHT LN
 City: CINCINNATI
 County: HAMILTON
 State, Zip: OH, 45230
 Designer: ALEC WERTH (SG2)
 Designer Phone: 513-816-4805

Class ID: INACTIVE CIRCUIT
 Primary Voltage: 34.5/19.9 KV
 Panel Request: Yes... No X
 Panel Type(s):
 Panel Type(s) 2:
 Panel Type(s) 3:
 Panel Type(s) 4:

Stanberry Park - Duke
 Power Line Removal



USP: CIRCUIT INACTIVE
USP:
USP:
USP:
USP:



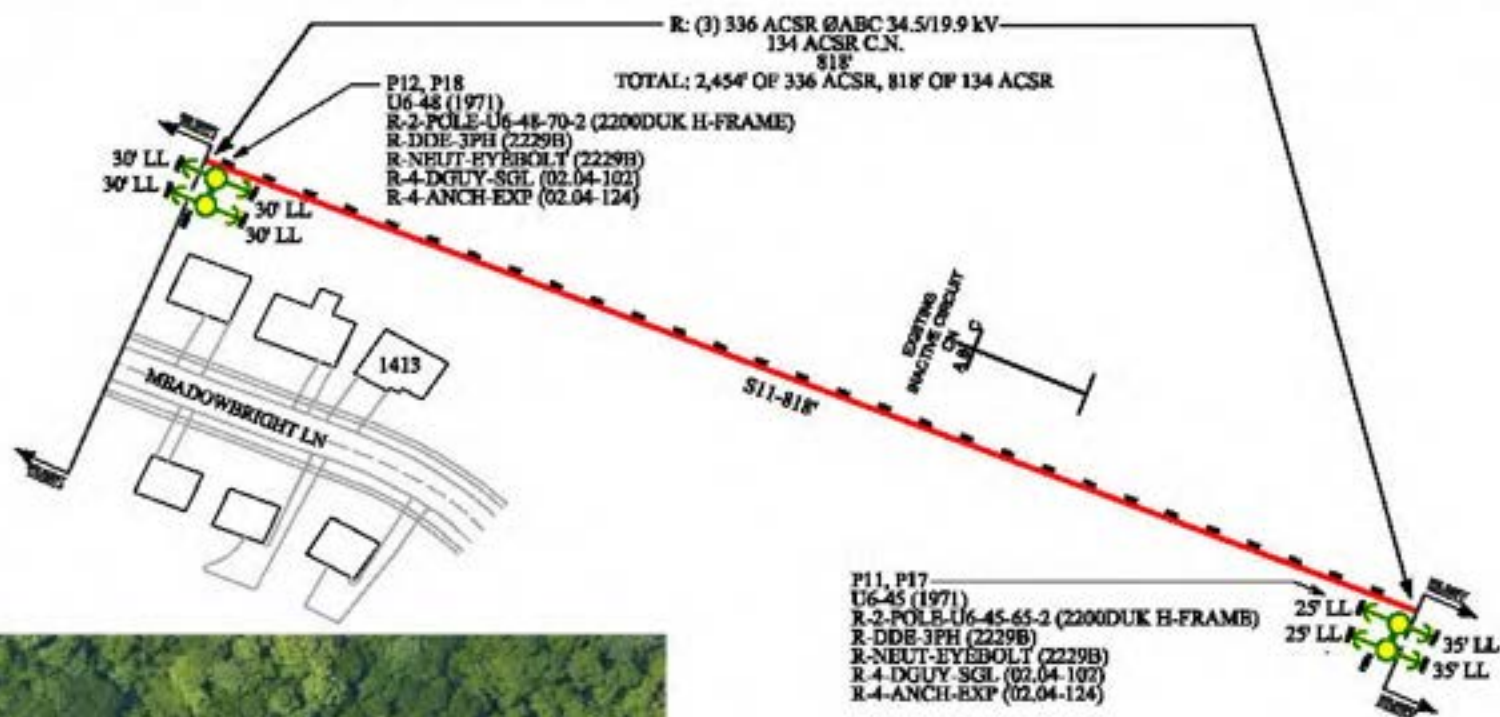
Safety Reminders / Adverse Conditions

7: OBSERVE ALL STANDING ORDERS
7: INACTIVE CONDUCTOR ON GROUND
7:
7:



Work Zone General Comments:
LIMITED ACCESS
HEAVY VEGETATION

REMEMBER: Work zone area conditions may have changed for this job! Everyone is responsible for verifying the above safety information is correct prior to any work being performed each day.



Stanberry Park - Duke
Power Line Removal

Work Order Number: 51427255
Customer/Contact: STACEY GLASSCO
Contact Phone: 513-287-6644
Job Site Address: 1413 MEADOWBRIGHT LN
City: CINCINNATI
County: HAMILTON
State, Zip: OH, 45230
Designer: ALEC WERTH (KSD)
Designer Phone: 513-815-4806

Class ID: INACTIVE CIRCUIT
Primary Voltage: 34.5/19.9 kV
Panel Requested: Yes... No X
Panel Type(s):
Panel Type(s) 2:
Panel Type(s) 3:
Panel Type(s) 4:

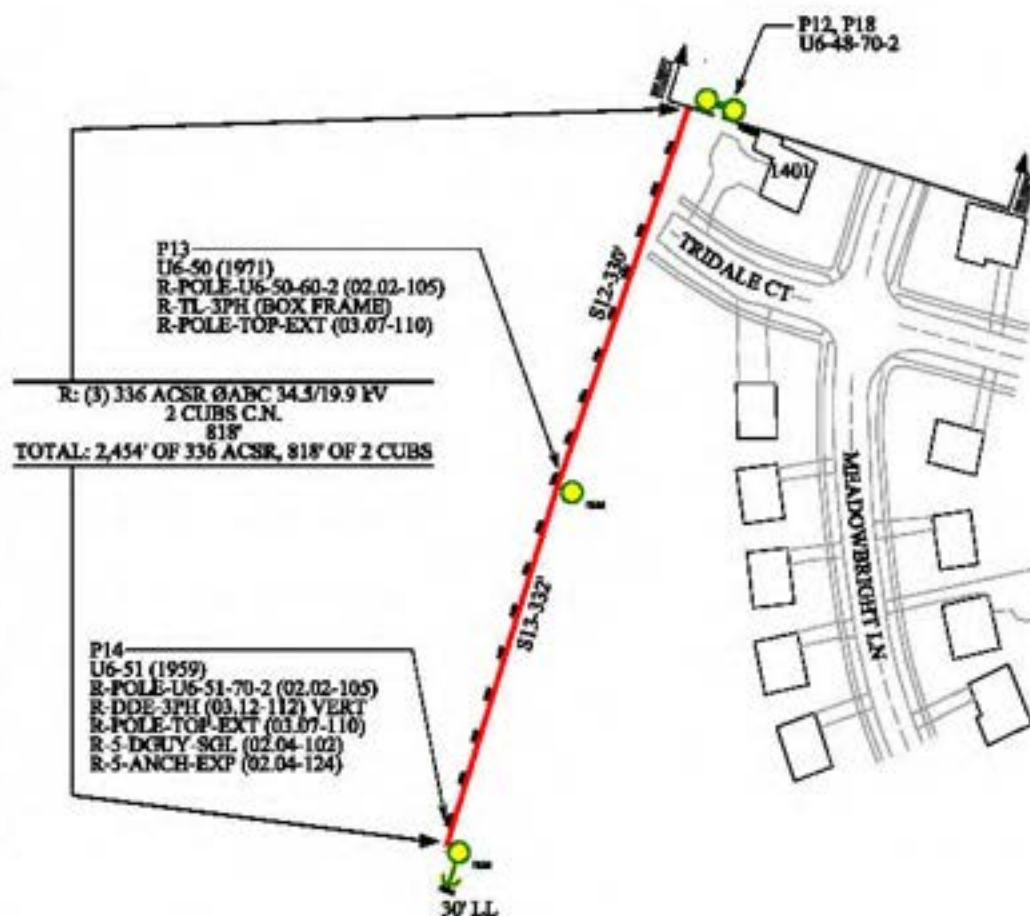


Sheet 4 OF 5
Scale = 1:100

 SAFETY First 24-HOUR EMERGENCY SERVICE 24-HOUR SERVICE 24-HOUR DOCUMENTATION	USP: CIRCUIT INACTIVE USP: USP: USP: USP:	 Safety Reminders / Adverse Conditions ?! OBSERVE ALL STANDING ORDERS ?! INACTIVE CONDUCTOR ON GROUND ?! ?!	 Work Zone General Comments: LIMITED ACCESS HEAVY VEGETATION
	REMEMBER: Work zone area conditions may have changed for this job! Everyone is responsible for verifying the above safety information is correct prior to any work being performed each day.		



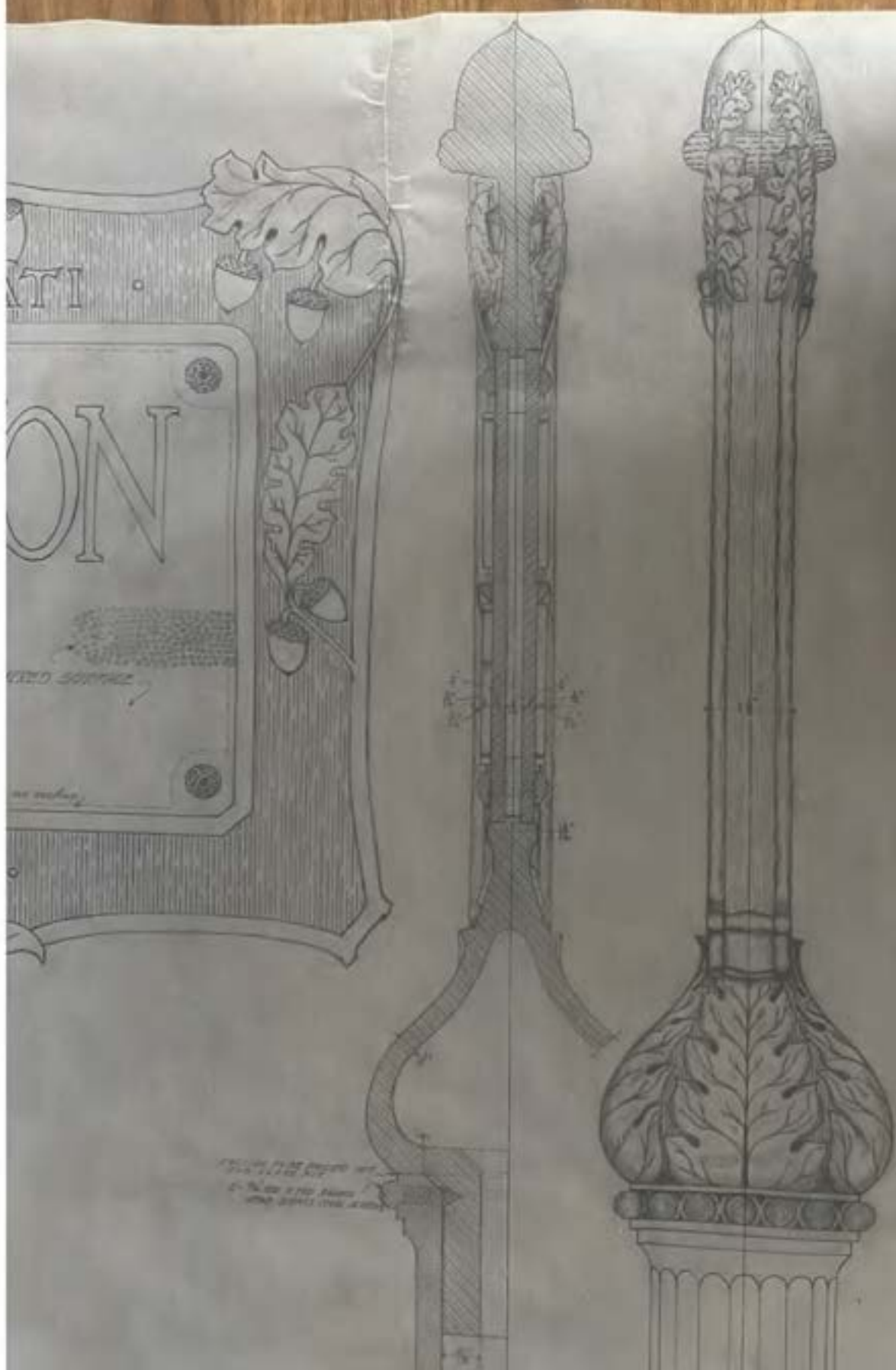
Stanberry Park - Duke
Power Line Removal



Work Order Number:	51427255
Customer/Contact:	STACEY GLASSCO
Contact Phone:	513-287-5844
Job Site Address:	1401 MEADOWBRIGHT LN
City:	CINCINNATI
County:	HAMILTON
State, Zip:	OH, 45290
Designer:	ALEC WERTH (KCI)
Designer Phone:	513-815-4805

Class:	INACTIVE CIRCUIT
Primary Voltage:	34.5/19.9 KV
Panel Requested:	Yes... No ☒ X
Panel Type(s):	
Panel Type(s) 2:	
Panel Type(s) 3:	
Panel Type(s) 4:	

 DUKE ENERGY	Sheet 5 OF 5 Scale = 1:100
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Bronze Sign Post -
Historic Drawings



Bronze Sign Post -
Historic Drawings





Date: July 18, 2024

To: Board of Park Commissioners

From: Derrick Gentry, Supervising Human Resources Analyst

Subject: HR Status Update

BOARD OF PARK

COMMISSIONERS

Molly North
President

Kick Lee
Vice President

Susan F. Castellini

Phyllis McCallum

John E. Neyer

This memo provides an overview of current vacancies and the recruitment process for Parks.

KEY UPDATES



Upcoming Retirements

There are a total of three upcoming retirements for the Parks Department totaling more than 80 years of service.

- Sheila Stump: 25 Years of Service - 08/01/2024
- Robin Hunt: 32 Years of Service - 08/01/2024
- Ronald Wilson: 23 Years of Service - 10/01/2024

Parks Safety Overview

Parks has experienced 18 injuries this year, a high number by our standards as we aim to maintain a safe environment for our employees. Over the past year, the Parks Safety Committee has shifted from merely assessing incidents to actively working to prevent them.

Key Actions:

1. Parks Academy Revival:
 - Sheri Cottingim, Parks HR Analyst, revitalized Parks Academy with guidance from Deputy Director Jenny Mobley.
 - Focused on training for hazardous tasks and overcoming challenges from high turnover and the COVID pandemic.
2. Safety Committee Formation:
 - Developed a blueprint for the 2023/2024 Parks Academy.
 - Identified tasks and corresponding employee classifications.
 - Determined required and optional training.

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

Herta Fairbanks
Division Manager

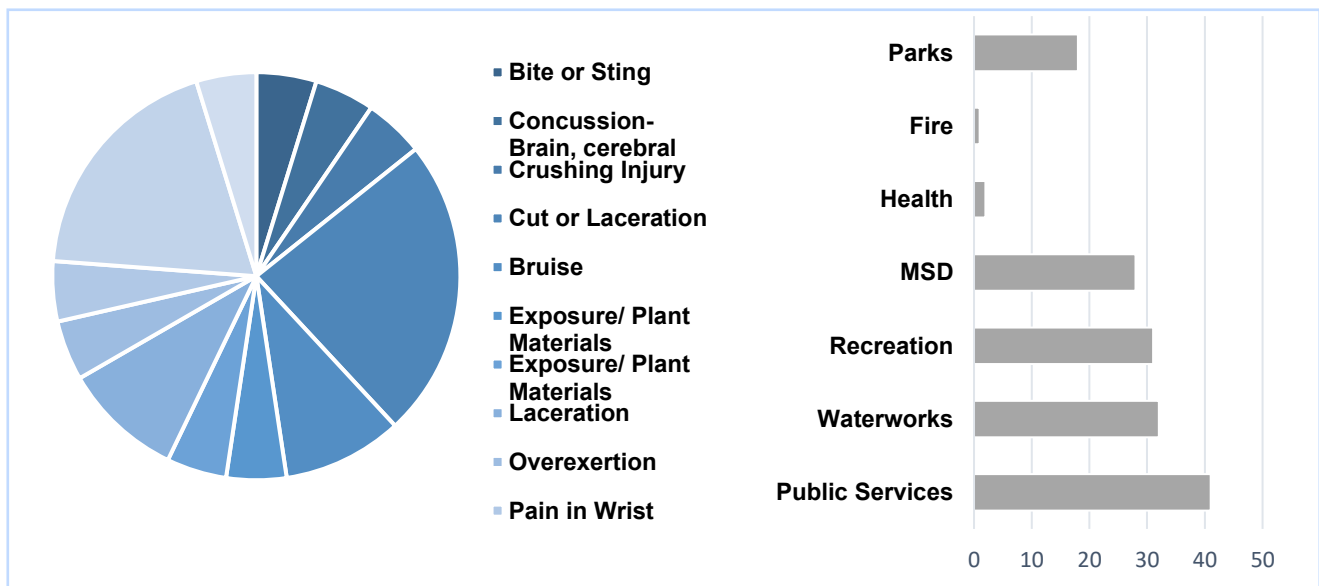
Joel Gross
Division Manager

Rocky Merz
Division Manager

950 Eden Park Drive
Cincinnati, Ohio 45202
Phone (513) 352-4080
Fax (513) 352-4096
www.cincinnatiiparks.com

3. Training Implementation:
 - Created a calendar to track training sessions across divisions, promoting resource sharing.
 - Division heads were reminded to update their calendars and rewarded for completing safety training within six months.
4. Awareness Campaign:
 - Launched a poster campaign to announce the Parks Safety Academy, emphasizing the Park Board's commitment to safety.
5. Job Hazard Analysis Updates:
 - Transitioned Safety Meetings to focus on updating Job Hazard Analysis forms.
 - Collaborated with the Cincinnati Risk Management Department to ensure comprehensive risk identification.
6. Future Goals:
 - Evolving Safety Committee Meetings into a Post-Event Learning Committee to assess injuries/incidents and learn from them.

By revitalizing Parks Academy and focusing on continuous improvement, Parks aims to enhance safety and reduce injuries among employees..



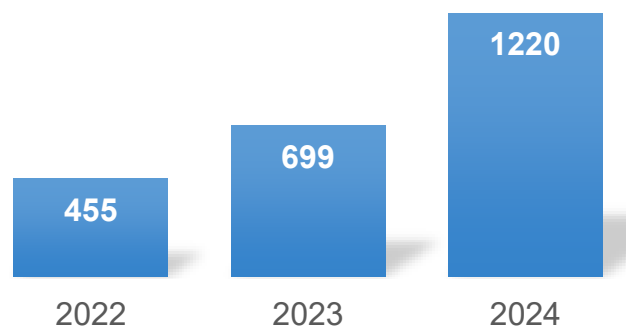
Full-Time Overview

- Posted Positions
 - Parks/Recreation Maintenance Crew Leader
 - Supervisor of Parks/Recreation Business Services – Explore Nature! Manger
- Interviews
 - Parks/Recreation Maintenance Crew Leader (x2 Facilities and Waterfront)
 - Supervisor of Urban Forestry (Natural Resources)
- Appointments
 - Carpenter – Rodney Barger
 - Administrative Technician – Offered

Available Vacant FT Positions	FTEs	Status
Administrative Specialist	1	On Hold
Florist	1	EHS Review
Lead Arborist	2	Classification under review
Parks/Recreation Maintenance Crew Leader	3	Two (2) Posted – Closes One (1) Interviewing
Service Crew Leader	1	Interviewing
Service Area Coordinator	2	Interviewing
Tree Maintenance Crew Leader	1	New Classification Under Development
Tree Maintenance Worker	1	New Classification under Development
Truck Driver	1	New Exam Under Development
Total	13	

Part-Time Overview

- 1,220 Part-Time Seasonal applications have been received for 2024



The data represents a steady increase in applications over the last two years. There was a 53% increase from 2022 to 2023 during the same period - a 74% increase from 2023 to 2024. Overall, there's a 168% increase in applications received between 2022 and 2024.

- 84 hired or in-process
- 36 were not hired
- Posted Positions
 - Municipal Worker
 - Parks/Recreation Specialist – Customer Service/Cashier
 - Parks/Recreation Specialist – Events/Audio Visual
 - Parks/Recreation Specialist – Summer Camp Counselor/Natural Resources
 - Parks/Recreation Specialist – Horticulture/Natural Resources

Seasonal Staffing Numbers (88% Staffed)		
East District	13/18	72%
West District	9/11	81%
Krohn Conservatory	32/32	100%
Natural Resources	47/50	94%
Waterfront	36/44	81%



Date: July 18, 2024

To: Board of Park Commissioners

From: Jason Barron, Director

Subject: Grant Application/Acceptance – Parks Foundation Grants

BOARD OF PARK

COMMISSIONERS

Molly North
President

Kick Lee
Vice President

Susan F. Castellini

Phyllis McCallum

John E. Neyer

Background

The Cincinnati Parks Foundation receives contributions to fund a variety of programs and improvements. For the Park Board to utilize those funds, staff will apply for funds through a grant application process.

Description

Staff is requesting approval to apply for and accept the grant listed below from the Cincinnati Parks Foundation:

1. **\$5,923.74 – Ault Park July 4th**

Grant will be used to support the stage rental and police permit fees and the labor costs associated with the setup, administration, coordination, day of execution and recovery from the Ault Park July 4th event.

Recommendation

Staff respectfully requests the Board approve the application and acceptance of grant funds made to the Cincinnati Parks Foundation in an amount up to \$5,923.74.

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

Herta Fairbanks
Division Manager

Joel Gross
Division Manager

Rocky Merz
Division Manager



Date: July 18, 2024

To: Board of Park Commissioners

From: Jason Barron, Director

Subject: Acceptance of In-Kind Contributions

BOARD OF PARK
COMMISSIONERS

Molly North
President

Kick Lee
Vice President

Susan F. Castellini

Phyllis McCallum

John E. Neyer

Background

Board approval is needed to retain in-kind contributions QTR1 and QTR2 2024.

Description

Staff is requesting approval to accept of the QTR1 and QTR2 2024 in-kind contributions:

Quarter	Type	Amount
Quarter 1	Supplies	\$3,135.30
Quarter 2	Horticultural Supplies	\$8,983.00
Quarter 2	Supplies	\$24,221.94
Total		\$36,340.24

Recommendation

Staff respectfully requests the Board approve to accept the in-kind contributions in the amount of \$36,340.24.

Attachment A – In-Kind Donations QTR1 and QTR2 2024

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

Herta Fairbanks
Division Manager

Joel Gross
Division Manager

Rocky Merz
Division Manager

Cincinnati Parks Foundation INDIRECT Donations to Cincinnati Park Board - 1st Quarter, 2024

Type	Date	Num	Name	Memo	Amount	category
General Journal	02/21/2024	501		Thunderdome Currito Catering-Park Dept of Natural Resources Grand Opening Celebration	\$942.57	supplies
Check	02/13/2024	15546	Bettina Bellucci	Ballons DNR ludlow building	\$39.13	supplies
Check	01/22/2024	15523	E C SHAW COMPANY	Inv 845120 Fullen	\$186.00	supplies
Check	03/31/2024	15596	E C SHAW COMPANY	Inv 847026 Watkins	\$194.00	supplies
Check	03/25/2024	15587	Creech's Ohio Valley Stone	Inv 11962 355 gun metal boulders - Mt Storm Bob Rack	\$366.75	supplies
General Journal	03/26/2024	514		Gopher Family Brands-Playset for Sawyer Point Programming	\$682.86	supplies
General Journal	03/26/2024	514		Amazon-Soccer Dart Board and Golf Basket with disks for Sawyer Point Programming	\$723.99	supplies
					\$3,135.30	

Cincinnati Parks Foundation INDIRECT Donations to Cincinnati Park Board - 2nd Quarter, 2024

Type	Date	Num	Name	Memo	Amount	type
Check	04/30/2024	15678	Grainger	Inv 9067397548, cr memo 9079550142 - fence posts safety fence	1,669.24	supplies
Check	04/18/2024	15626	NATORP LANDSCAPE SUPPLY	Inv 142326 Order 142326 Daniel Drake Arbor Day 2024	5,750.50	horticultural supplies
Check	04/09/2024	15606	Phillip Schaefer	Supplies - French Park Conservation	1,625.82	supplies
Check	04/22/2024	15661	Prime Time Party & Event Rental, LLC	Contract 180305-1 Tent for Krohn summer 2024	1,800.00	supplies
Check	04/09/2024	15602	Woodlanders, Inc.	Inv 759662 Mt Airy arboretum plants 2024	1,850.00	horticultural supplies
Check	05/28/2024	15704	E C SHAW COMPANY	Inv 848520 Mt Storm Bob Rack plaque	1,053.00	supplies
Check	06/13/2024	15757	Baron Identification Products	Inv 50920 Memorial tree/bench plaques	202.00	supplies
Check	06/13/2024	15760	Baron Identification Products	Inv 50906 Memorial tree/bench	175.00	supplies
Check	05/28/2024	15705	E C SHAW COMPANY	Inv 848521 Anne Elizabeth Powers	195.00	supplies
Check	06/24/2024	15779	E C SHAW COMPANY	Inv 849004 Frank Sue Tiffany	163.00	supplies
Check	06/10/2024	15756	NATORP LANDSCAPE SUPPLY	Inv 148740 Spring memorial trees	1,382.50	horticultural supplies
Check	06/30/2024	15793	Peerless Printing Co.	Inv 56145 Ault Park fireworks yard signs & posters	630.00	supplies
Check	06/30/2024	15806	ROZZI, INC.	Inv 14044 Ault Park fireworks bal due	9,600.00	supplies
Check	06/17/2024	15765	ROZZI, INC.	July 4th Ault Park deposit	2,640.00	supplies
Check	06/24/2024	15776	Evolution Creative Solutions, Inc.	Inv N22404279 cooling towels for Krohn volunteers	968.88	supplies
Check	04/18/2024	15625	Brian Cunningham	Smale Schmidlapp Earth day 4/20/24	800.00	supplies
Check	06/30/2024	15801	Cassette Junkies LLC	Ault Park July 4 music 3 hours	2,700.00	supplies
					33,204.94	

Cincinnati Park Board

Financial Presentation – July 2024

BOARD OF PARK COMMISSIONERS

Molly North
Kick Lee
John Neyer

Susan F Castellini
Phyllis McCallum

Jason Barron – *DIRECTOR* **Jenny Mobley** - *Deputy Director* **Rocky Merz** - *DIVISION MANAGER*
Crystal Courtney - *DIVISION MANAGER* **Joel Gross** - *DIVISION MANAGER* **Herta Fairbanks** - *DIVISION MANAGER*

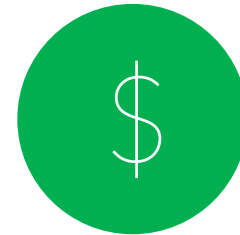
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SUMMARY



EXPENSES



YTD REVENUE



YTD PARK BOARD
FUND BALANCES



YTD PARK BOARD
TRUST BALANCES



FUND PURPOSE

Year to Date Expenses By Expense Type

As of June 30, 2024

Obj Name	YTD Expenses	Budget	Target Spend %	Actual Spend %	Variance
Advertising	\$ 72,168	\$ 70,983	100.0%	101.7%	1.7%
Auto & Truck Expense	\$ 502,707	\$ 416,391	100.0%	120.7%	20.7%
Bank Fees	\$ 88,527	\$ 60,935	100.0%	145.3%	45.3%
Benefits & Taxes	\$ 3,711,774	\$ 3,975,343	100.0%	93.4%	-6.6%
Equipment	\$ 513,389	\$ 55,622	100.0%	923.0%	823.0%
Fuel	\$ 175,836	\$ 147,000	100.0%	119.6%	19.6%
Insurance	\$ 27,400	\$ 11,000	100.0%	249.1%	149.1%
IT	\$ 72,074	\$ 99,499	100.0%	72.4%	-27.6%
Postage	\$ 4,972	\$ 3,269	100.0%	152.1%	52.1%
Professional Services	\$ 2,441,042	\$ 3,621,186	100.0%	67.4%	-32.6%
Rentals	\$ 221,258	\$ 390,071	100.0%	56.7%	-43.3%
Salaries	\$ 11,552,254	\$ 12,407,023	100.0%	93.1%	-6.9%
Subscriptions	\$ 22,650	\$ 8,100	100.0%	279.6%	179.6%
Supplies	\$ 2,765,169	\$ 2,591,848	100.0%	106.7%	6.7%
Taxes	\$ 997,168	\$ 995,040	100.0%	100.2%	0.2%
Travel & Training	\$ 59,226	\$ 67,301	100.0%	88.0%	-12.0%
Utilities	\$ 936,878	\$ 965,395	100.0%	97.0%	-3.0%
Grand Total	\$ 24,164,493	\$ 25,886,006	100.0%	93.3%	-6.65%

- Auto & Truck increase due to purchases of the following equipment:
 - Tree Trimmer/Bucket Truck \$176,000
 - Drum Style Chipper \$67,000
 - Mini Skid Steer and Trailer \$62,000
 - Stump Grinder and Trailer \$86,000
- Increase in Subscriptions due to RecTrac Software licenses
- YTD Expenses may not include all 2024 Expenditures due to lag in invoice submission for goods/services provided in FY 2024

Year to Date Expenses by Fund

As of June 30, 2024

Fund Name	Expenses	Budget	Target % Spend^	Actual % Spend	% Variance
General Fund	\$ 10,384,446	\$ 10,587,585	100.0%	98.1%	-1.9%
Stormwater Fund	\$ 1,951,484	\$ 1,953,840	100.0%	99.9%	-0.1%
Hwy Greenspace (Street Construction Management)	\$ 393,512	\$ 417,320	100.0%	94.3%	-5.7%
Infrastructure Fund (Income Tax-Infrastructure)	\$ 1,772,419	\$ 1,773,420	100.0%	99.9%	-0.1%
Sawyer Point	\$ 806,070	\$ 1,071,010	100.0%	75.3%	-24.7%
Park Donations and Special Activity	\$ 993,686	\$ 1,050,330	100.0%	94.6%	-5.4%
W.M. Ampt Fund (Free Concerts)	\$ 12,646	\$ 17,040	100.0%	74.2%	-25.8%
Groesbeck Fund (endowment)	\$ 15,092	\$ 20,040	100.0%	75.3%	-24.7%
Cincinnati Riverfront Park	\$ 1,280,338	\$ 1,437,780	100.0%	89.0%	-11.0%
Park Lodge / Pavilion Deposits	\$ 240,165	\$ 270,400	100.0%	88.8%	-11.2%
Krohn Conservatory	\$ 1,650,896	\$ 1,603,200	100.0%	103.0%	3.0%
Urban Forestry	\$ -	\$ 50,000	100.0%	0.0%	-100.0%
Private Endowment	\$ 1,897,495	\$ 2,427,501	100.0%	78.2%	-21.8%
Forestry Assessment	\$ 2,766,244	\$ 3,206,540	100.0%	86.3%	-13.7%
	\$ 24,164,493	\$ 25,886,006			

Unspent dollars returned to the city

^ Target increases monthly

Expenses may not include all 2024 Expenditures due to lag in invoice submission for goods/services provided in FY 2024

Year to Date Revenue

As of June 30, 2024

Fund Description	FY24 Revenue	FY24 Budget	Target % Revenue^	Actual % Revenue	% Variance
318 - Sawyer Point	\$948,245	\$648,500	100.0%	146.2%	46.2%
326 - Parks Donations and Special Activity	\$934,929	\$715,250	100.0%	130.7%	30.7%
329 - Smale Fund	\$1,133,513	\$1,431,000	100.0%	79.2%	-20.8%
330 - Pavilions	\$387,099	\$282,630	100.0%	137.0%	37.0%
332 - Krohn	\$1,469,858	\$1,805,000	100.0%	81.4%	-18.6%
Grand Total	\$4,873,645	\$4,882,380			

^ Target increases monthly

- Fund 318 – Increase in events resulted in a higher than project revenue:
 - Taylor Swift
 - Redbull
 - Pickleball
- Fund 330 - Premier Park Events payment for FY 24 to date reflected in April revenue
- Krohn Revenue is heavily loaded in late spring/early summer due to Butterfly Show timing

Year to Date Park Board Fund Balances

As of May 31, 2024

Due to Fiscal Year End – Fund Balances are not yet available. These tables will be updated as soon as the information is available.

Fund Name	Balance as of				
	EO 1st Qtr	EO 2nd Qtr	EO 3rd Qtr**	4/30/2024**	5/31/2024**
318 Sawyer Point	\$1,256,400	\$1,289,449	\$1,236,803	\$1,224,071	\$1,189,395
326 Park Misc Revenue & Special Activity	\$1,106,976	\$1,072,077	\$1,052,470	\$1,003,336	\$827,730
327 WM Ampt Free Concerts	\$25,540	\$21,197	\$19,747	\$19,047	\$15,747
328 Groesbeck Endowment	\$171,622	\$163,779	\$163,779	\$162,896	\$160,096
329 Cincinnati Riverfront Park	\$3,862,754	\$3,597,122	\$3,167,751	\$3,205,105	\$3,056,527
330 Park Lodge/Pavilion Deposits	\$1,710,779	\$1,678,050	\$1,698,223	\$2,042,544	\$2,041,921
332 Krohn Conservatory	\$1,618,104	\$1,372,843	\$1,121,273	\$1,039,371	\$823,334
335 Schmidlapp Endowment	\$2,717	\$3,489	\$3,489	\$3,489	\$3,489
403 Yeatman's Cove Park Trust	\$724,010	\$725,957	\$735,385	\$735,385	\$606,885
428 Urban Forestry	\$539,006	\$549,656	\$541,967	\$532,426	\$532,426
430 Parks Private Endowment	\$1,026,615	\$840,790	\$462,989	\$347,930	\$26,051
706 Ampt Trust	\$125,171	\$128,711	\$140,391	\$132,778	\$134,389
707 Groesbeck Trust	\$34,159	\$42,211	\$66,132	\$47,947	\$48,226
708 Schmidlapp Music	\$51,115	\$50,487	\$51,318	\$51,162	\$51,162
752 Permanent Capital Improvement	\$1,049,288	\$778,320	\$844,257	\$856,568	\$902,892
792 Forestry Assessment	\$3,778,166	\$3,155,938	\$2,339,329	\$4,574,968	\$4,159,948
Total All Funds	\$17,082,422	\$15,470,077	\$13,645,302	\$15,979,025	\$14,580,218

***Reporting changed to end of the month balances to match all other financial reporting*

Year to Date Park Board Endowment Fund Summary

As of May 31, 2024

Due to Fiscal Year End – Fund Balances are not yet available. These tables will be updated as soon as the information is available.

Fund Name	EO 1st Qtr	EO 2nd Qtr	EO 3rd Qtr	Apr-24 Balance	May-24 Balance
<u>Trustee</u>					
Bettman	\$2,373,349	\$2,616,796	\$2,768,422	\$2,662,241	\$2,762,394
Drabner	\$1,234,167	\$1,359,760	\$1,445,369	\$1,390,666	\$1,440,572
Fleischmann	\$741,754	\$816,128	\$867,531	\$834,722	\$864,204
Fleischmann	\$2,670,780	\$2,942,128	\$3,127,350	\$3,008,887	\$3,116,891
Geier	\$1,839,972	\$2,027,199	\$2,154,835	\$2,073,198	\$2,147,607
Miles-Edwards	\$4,158,273	\$4,577,235	\$5,009,565	\$4,871,537	\$5,047,353
Levy	\$35,457	\$39,056	\$42,091	\$40,528	\$42,203
Sub-total	\$13,053,751	\$14,378,302	\$15,415,163	\$14,881,780	\$15,421,224
<u>Beneficiary Only</u>					
Hauck- Sooty Acres	\$485,194	\$532,205	\$562,721	\$540,710	\$433,668
Hauck - Fountain Sq	\$1,335,922	\$1,465,618	\$1,549,600	\$1,489,333	\$1,486,724
Meyer	\$4,324,342	\$4,744,879	\$5,018,763	\$4,824,712	\$4,765,419
Sub-total	\$6,145,458	\$6,742,702	\$7,131,084	\$6,854,756	\$6,685,811
Endowment Total	\$19,199,210	\$21,121,004	\$22,546,247	\$21,736,536	\$22,107,035
Commissioner Fund 430	\$1,026,615	\$840,790	\$462,989	\$210,389	\$26,051
Commissioner Money Market Acct	\$1,899,617	\$2,055,865	\$2,397,684	\$2,427,005	\$2,457,884
Commissioner Investment Acct	\$1,604,996	\$1,624,086	\$1,643,345	\$1,648,594	\$1,655,696
Total Commissioner Dollars	\$4,531,228	\$4,520,741	\$4,504,018	\$4,285,988	\$4,139,631
Grand Total	\$23,730,437	\$25,641,746	\$27,050,265	\$26,022,523	\$26,246,666

Year to Date Park Board Available Spending

As of May 31, 2024

Due to Fiscal Year End – Fund Balances are not yet available. These tables will be updated as soon as the information is available.

Fund Name	May '24 Balance	Remaining Expenses	Remaining Revenue*	Recommend Reserves	Available for Spend Dollars
318 Sawyer Point	\$1,189,395	\$555,401	\$85,203	\$450,000	\$269,197
326 Park Donations and Special Activity	\$827,730	\$247,340	\$210,118	\$400,000	\$390,508
329 Cincinnati Riverfront Park	\$3,056,527	\$335,782	\$460,439	\$800,000	\$2,381,184
330 Park Lodge/Pavilion Deposits	\$2,041,921	\$240,596	(\$91,043)	\$200,000	\$1,510,282
332 Krohn Conservatory	\$823,334	\$148,548	\$1,110,414	\$700,000	\$1,085,200
403 Yeatman's Cove Park Trust	\$606,885	\$128,500	(\$4,505)	\$500,000	(\$26,120)
752 Permanent Capital Improvement	\$902,892	\$0	(\$194,658)	\$600,000	\$108,234
Total Available	\$9,448,684	\$1,656,167	\$1,575,968	\$3,650,000	\$5,718,485

**Negative Remaining Revenue balance indicates greater than anticipated revenue*

Fund Purpose

Fund Number	Fund Name	Fund Purpose
50	General Fund	City Tax Fund - Used for General Operational Expenses
107	Stormwater Fund	Used for litter pickup (Salary reimbursement)
301	Hwy Greenspace (Street Construction Management)	Ohio motor vehicle tax fund - used for Hwy Greenspaces
302	Infrastructure Fund (Income Tax-Infrastructure)	City Tax Fund - Used for General Operational Expenses
318	Sawyer Point	To account for receipts and expenditures in the operation and maintenance of Bicentennial Commons at Sawyer Point, including the support of capital improvements and all monies received from fees and contributions
326	Park Donations and Special Activity	Fund No. 326 was established in 1932 for the purpose of accounting for donations made for various Parks Department purposes, but expanding the purpose of this fund to include capital improvements as an eligible use will enable the Parks Department to make improvements to Parks facilities
327	W.M. Ampt Fund (Free Concerts)	To account for money received as income from Investment of bequest and expenditures for the costs of concerts in various parks
328	Groesbeck Fund (endowment)	To account for money received from the investment of bequest and expenditures for the cost of concerts in Burnet Woods.
329	Cincinnati Riverfront Park	Established for the purpose of accepting donations, program funds, event funds, lease revenues and common area maintenance income from public and private entities to be used for park operations maintenance and capital replacements.
330	Park Lodge / Pavilion Deposits	Fund No. 330 was established in 1937 for the purpose of accounting for deposits made for the use of lodges and the expenditures for the maintenance of the lodges, replacements of damages to the lodges, and refunds of overages contained in the amounts collected, but expanding the purpose of this fund to include capital improvements as eligible expenditures will allow the Parks Department to make upgrades to lodges and pavilions;

Fund Purpose

Fund Number	Fund Name	Fund Purpose
332	Krohn Conservatory	To account for deposits for admissions and programs for Krohn. To deposit and expend monies collected by the Park Board Volunteers through the Friends of the Krohn organization and to receive donations from private sources and making expenditures for permanent improvements and operating expense at Krohn
335	Schmidlapp Endowment	To account for money received as income from Investment of bequest and expenditures for the costs of concerts in various parks.
403	Yeatman's Cove Trust	To receive \$500,000 gift from Proctor & Gamble to be used for the operation and maintenance of said park in accordance with the terms and conditions of the Trust Agreement.
428	Urban Forestry	To receive funds from the sale of forest products, donations, permit fees and compensatory payments and to make sure such expenditures to maintain the Urban Forest Management Program
430	Private Endowment	Established for the purpose of accounting for revenue from various private endowments to be used for park operations, maintenance, programs, events, and capital projects only at Parks facilities.
752	Permanent Improve Fund	To account for the revenue received from the rental, lease or sale of any park property. Expenditures may be made for maintaining and operating the property, including the payment of taxes, pending the use of the property for park purposes, and purchasing, constructing or acquiring permanent improvements for park purposes, but only when specifically authorized by ordinance.
792	Forestry Assessment	Based on a summary of the special assessment for street trees provided by the Hamilton County Auditor's office, the following detailed information is provided concerning the assessment revenue. The revenue is calculated at the rate of 21 (as of 2019) cents per front footage for all property within the City limits that abuts a public right-of-way.