



Cincinnati Board of Park Commissioners
Board Meeting Agenda
June 20, 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 May 16, 2024, Meeting Minutes

III. Information / Updates

A. Jennifer Harten Retirement

Jason Barron, Director

B. Planning & Design Update

Joel Gross, P&D Division Manager

C. HR Update

Derrick Gentry, HR Manager

IV. Action Items*

D. Sinton: East Operations Center

Joel Gross, P&D Division Manager

E. Foundation Grant Acceptance

Jason Barron, Director

V. Director's Comments

VI. Open Commissioner Discussion & Comments

VIII. Next Regular Meeting Date: Thursday, July 18, 2024, at 9:00 AM

IX. Adjournment

*Board Action Requested



Date: June 20, 2024
To: Board of Park Commissioners
From: Jason Barron - Director
Subject: Action Agenda

BOARD OF PARK
COMMISSIONERS

Molly North
President

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 June 2024 Park Board Meeting.

Action Items

- Approval of the May 16, 2024, Meeting Minutes

- Sinton: East Operations Center

P&D continues to work toward approval of an Administrative 23 Waiver work order that will allow KZF to complete Design Document (DD) – level estimation. P&D anticipates this matter will be resolved in June 2024 and we will receive cost estimates in time to present an update to the Board in July. As a part of restructuring the work order, we are correcting the scope of work to reflect actual design time spent. For historic reference, KZF was originally contracted to complete design on Ludlow, Diehl Road and Sinton's building at the inception of this project. They completed full bid documents for Ludlow as well as the Ludlow Garage, took Diehl to DD-level plans and estimates before CPB ultimately decided to relocate the Greenspace team to Warder, and will complete final plans for the Sinton garage. Added to the scope are the additional site design for the remainder of the Sinton campus and Structural Engineering for the overhang. These costs added an additional \$23,000 to the overall design budget. P&D requested KZF add additional contingency in the new contract in case minor changes to the conditioned space layout or intended use of a garage bay may change to require augmented ventilation (wood shop). **The total change order proposal is \$36,500. P&D recommends approval of this work to complete design work at Sinton.** Work under this amendment includes construction administration services during construction of the facility.

- Foundation Grant Application / Acceptance

- CORA Funds for Mt. Airy Bike Skills Course: \$110,000
- 2024 Krohn Programming: \$71,250

BOARD OF PARK COMMISSIONERS
May 16, 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, Commissioner Phyllis McCallum, and Commissioner John Neyer. President North called the meeting to order at 9:01 A.M.

Acknowledgement of Public Comments

President North acknowledged nine in-person public comments about the Sawyer Point pickleball courts and the Burnet Woods dog park.

ADMINISTRATIVE ACTIONS

Approval of the April 18 Meeting Minutes

Commissioner McCallum motioned to approve the meeting minutes. Vice President Lee seconded. The motion passed by a unanimous voice vote.

INFORMATION/ UPDATES

America's River Roots Presentation

Rick Greiwe and Kelly Kolar presented an overview of the America's River Roots celebration, scheduled for October 2025. The presentation included planning, programming, and funding goals. The Commissioners shared their excitement about Parks' involvement in the event.

ACTION ITEMS

California Woods: Hydrological Plan Design

Division Manager Joel Gross updated the Board on the status of bid selection for a firm to create a plan to correct and prevent erosion problems at California Woods. Staff responded to questions from the Commissioners regarding the need for and intended outcomes of this project. Staff recommended authorization of \$300,000 (to include an approximate 5% contingency) for the hydrological study and design. Commissioner Castellini motioned to approve \$300,000 for the project. Commissioner Neyer seconded. The motion passed by a unanimous voice vote.

Avon Woods Roof Replacement

Division Manager Gross updated the Board on bid selection for an EPDM replacement roof at Avon Woods Nature Center. Staff recommended award of the project to Imbus Roofing in the amount of \$75,000, which includes a \$5,000 contingency. The Commissioners expressed support of inclusion of a contingency on this and other projects. Commissioner Neyer motioned to approve the award. Vice President Lee seconded. The motion passed by a unanimous voice vote.

Eden Park – Art Museum Drive: Landslide Correction

Division Manager Gross updated the Board on bid selection for wall stabilization and sidewalk repairs to Art Museum Drive in partnership with DOTE. Staff requested adoption of an MOU with DOTE and allocation of \$162,682 as Parks financial contribution to complete the project.

Commissioner Castellini motioned to adopt the MOU and approve the allocation. Vice President Lee seconded. The motion passed by a unanimous voice vote.

ODNR NatureWorks Grant Approval: Glenway Park

Director Jason Barron provided an overview of recent work at Glenway Park and plans for improvements to accessibility and lighting. Staff requested the Board adopt a resolution of authorization to apply for an ODNR grant and agree to obligate funds, in advance, of up to \$150,000 per the terms of the reimbursable grant. Commissioner Neyer motioned to adopt the resolution and approve the commitment of the \$150,000 of funds, to be identified by Staff prior to the next Board Meeting. Commissioner McCallum seconded. The motion passed by a unanimous voice vote.

INFORMATION/ UPDATES

Planning & Design Update

Division Manager Gross updated the Board on the grand opening of Lytle Park, the completion of renovations to the French House in French Park, and progress on reconstruction at Friendship Park, which is anticipated to be finalized in the spring of 2025. The Commissioners and Staff discussed progress on and anticipated updates to the 3-Year Parks Improvement Plan.

HR Update

HR Manager Derrick Gentry provided an overview of current staff numbers, vacancies, seasonal hiring, and improvements to the injury reporting process. The Commissioners were introduced to Parks' new GIS Analyst, Clayton Belcher. Staff also announced the upcoming retirement of five key staff members.

ACTION ITEM

Foundation Grants Application / Acceptance

Director Barron provided an overview of seven potential grants from the Cincinnati Parks Foundation, and requested the Commissioners approve the application for and acceptance of grants for Reduced/Waived Fees for Explore Nature programming, Explore Nature summer camp scholarships, an evaporator shed at California Woods, Drake Park maintenance, improvements to Smale Lot 23, repairs to the Brumm Arbor in Ault Park, and improvements to Glenway Park. Commissioner Neyer motioned to approve the application and acceptance of these grants. Commissioner McCallum seconded. The motion passed by a unanimous voice vote.

DIRECTOR'S COMMENTS

Director Barron presented the following updates:

- Conversations with Springfield Township are occurring to move the Cincinnati Biochar project forward, including improvements to vehicle access to Warder Nursery.
- With the support of Councilmember Owens, City Council passed a resolution to make April 2024 Native Planet Month in Cincinnati, highlighting the vital role of native plants.
- More than 500 volunteers from 20 Cincinnati organizations and companies participated in the Mayor's Corporate Challenge, helping Parks get ready for summer.
- Parks will present to City Council on May 28th as part of the budget request process.
- Overview of summer events at the Riverfront and throughout neighborhood parks.
- Parks' efforts to analyze the feasibility of continuing the Ault Park 4th of July fireworks.

OPEN COMMISSIONER DISCUSSION

Vice President Lee shared how much he enjoyed participating in the Mayor's Corporate Challenge event, and thanked staff and volunteers for their time and contributions.

ADJOURNMENT

The next regular meeting date is Thursday, June 20, at 9:00am.

President North motioned to adjourn. The meeting was adjourned at 10:41 A.M.

ATTEST:

PRESIDENT _____ DIRECTOR _____



Date: June 20, 2024

To: Board of Park Commissioners

From: Joel Gross, Division Manager Planning & Design

Subject: Planning & Design Monthly Update

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Cincinnati, Ohio 45202
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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 received the signed work order for special inspections for this project on June 12, 2024. The delivery order is expected the week of June 17, 2024. P&D is working with KZF to submit for and secure the permit for this work, which is anticipated to be completed in July 2024. Construction work is anticipated to begin late-summer 2024.

Theodore Berry International Friendship Park Reconstruction – P&D is continuing to coordinate with GCWW as construction nears. It is anticipated that final contracts will be in place and construction will move forward in July 2024.

Smale Lot 23 Enhancements: Construction – P&D received 95% drawings and specifications from THP on Monday, June 17, and are working to review now. A quick review turnaround is anticipated to be completed by July 15, 2024, with 100% level (bid documents) completed and issued for bid shortly thereafter in August. **Please see the attached excerpts from the 95% plans.**

Biochar Production Facility at Warder Nursery: Design & Installation –

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

- P&D received the delivery order for the design on May 30, 2024. We returned this to KZF the same day with a Notice to Proceed.
- A design kick-off meeting was held on May 31, outlining immediate needs for the project. KZF is following up with refined design schedules as soon as possible.
- Equipment selection has been the immediate need, as production windows have relatively long lead times in some cases. The Parks team and KZF have been coordinating with suppliers to ensure power need and loading data for the building and boilers is accurate, and correctly sized. If altered, the Organic Rankine Cycle (ORC), shredder and boiler units may be smaller than initially anticipated in the proposal phase and will likely incur a significant equipment cost savings. The design team is scheduled to meet next on June 20 to discuss findings and finalize these selections. These calculations still allow for the maximum throughput beyond what will be needed to keep up with raw material collected from all sources.

- KZF's design team conducted an initial site survey on June 14, 2024. P&D has supplied digital topographic survey data to KZF for use in their design. Soil borings in the area where the facility is to be constructed are scheduled to be completed the week of June 17, 2024.
- Parks is in the process of scheduling the pre-development hearing with Springfield Township. It is anticipated that there will be an initial public meeting to engage with surrounding stakeholders, followed by an official hearing after appropriate notice and hearing periods. We expect plans to be at a level ready for this engagement by late July, with community engagement and the pre-development hearing to take place in August and early September. **Please see the revised site exhibit showing the refined anticipated location of the electrical feed, access road, and biochar facility.**

Sinton: East Operations Center (Action Item) – P&D continues to work toward approval of an Administrative 23 Waiver work order that will allow KZF to complete Design Document (DD) – level estimation. P&D anticipates this matter will be resolved in June 2024 and we will receive cost estimates in time to present an update to the Board in July. As a part of restructuring the work order, we are correcting the scope of work to reflect actual design time spent. For historic reference, KZF was originally contracted to complete design on Ludlow, Diehl Road and Sinton's building at the inception of this project. They completed full bid documents for Ludlow as well as the Ludlow Garage, took Diehl to DD-level plans and estimates before CPB ultimately decided to relocate the Greenspace team to Warder, and will complete final plans for the Sinton garage. Added to the scope are the additional site design for the remainder of the Sinton campus and Structural Engineering for the overhang. These costs added an additional \$23,000 to the overall design budget. P&D requested KZF add additional contingency in the new contract in case minor changes to the conditioned space layout or intended use of a garage bay may change to require augmented ventilation (wood shop). **The total change order proposal is \$36,500. P&D recommends approval of this work to complete design work at Sinton.** Work under this amendment includes construction administration services during construction of the facility.

Burnet Woods Dog Park – Bids for construction of this project came in significantly higher than anticipated. Parks is currently working with City Purchasing to discuss options for any cost savings or value-engineering of the project as is most advantageous to the City. It is anticipated that any potential savings will be known before the end of June. P&D will keep the Board aware of additional updates on this project as they are received.

Everybody's Treehouse in Mt. Airy: Repairs and Stabilization – P&D received the structural assessment report from Schaeffer in May and have reviewed the major recommendations found within the report (**see attached recommendation excerpts**). Some of these recommendations require additional design to address replacement of deteriorated wooden beams and supports. P&D concurred with these recommendations and directed Schaeffer to prepare the necessary details for these repairs for subsequent bidding and installation. We anticipate these plans will be completed in July and August 2024, with cost estimation, funding, and construction to follow in the fall of 2024.

Washington Park – Irrigation installation is nearing completion. Two items were found to be not as described in the original installation as-built documents and require minor revisions to make the system function. First, three pipe conduit sleeves thought to be installed under existing walkways were not found. New ones need to be installed to complete water service feeds to the affected flower bed zones. Also, the northwest planter box supply source was

damaged or capped in previous repairs, so a new one needs to be installed to reconnect the water supply. The total cost of these items is \$7,490.56. The Board previously approved use of \$250,000 from fund 242000 for these repairs and pavement repairs. P&D has prepared and enacted Change Order 1 to cover these provisions. This brings the total north irrigation cost to \$149,167.56. After pavement repairs, there will be approximately \$20,000 left in the initial \$250,000 funded under 242000.

Mt. Echo Pavilion: Roof Repairs – On May 24, P&D met with Schaeffer and Megen on site to review the condition of the framing and roofing now that the copper cornice is removed and off-site for repair. Schaeffer is providing updated design connection drawings to aid Megen in the repairs. Other work under the scope is still progressing during these detail modifications. It is anticipated that all repairs will be completed by the end of July 2024. **Please see the attached photos of the underside of the soffit taken during the May 24 assessment.**

Glenway Park Renovations – Work continues to finalize grant agreements and progress design for this project. P&D is working to complete an existing utility assessment (internal and third-party infrastructure) to better inform necessary improvements during design. A topographic survey has been completed in-house, and initial conceptual design will be in progress for the remainder of the summer. P&D is working to solicit geotechnical testing for the portion of the park containing material that may be moved as a part of the project. We anticipate that work will be completed in July.

Owls Nest Pavilion Restoration Project: Design, Community Engagement, and Cost Estimate – Parks and KZF conducted a community stakeholder meeting on June 11, 2024, to review major project goals and initiatives. **Please see the attached excerpts from that presentation.** KZF is set to provide meeting minutes from the stakeholder meeting, and a draft of the next open house presentation that will be used in the next round of community engagement.

California Woods: Hydrological Plan Design – City Purchasing sent intent to negotiate notices out to bidders that completed proposals. CLM submitted a Request for Legal Services on June 10, 2024, as instructed by Purchasing to prepare the design contract. It is anticipated that the contract will be drafted by mid-July, with certification of funds to follow shortly thereafter. We anticipate design work will begin in August.

PRIORITY MAINTENANCE & EMERGING REPAIR PROJECTS

Avon Woods Roof Replacement – P&D is working to complete Form 1 and paperwork for fund certification as approved in the May 2024 meeting. It is anticipated that funds will be certified in July, with construction to follow in late summer or early fall 2024.

Ault Park Valley Trail Restoration – This project is to correct approximately 200 feet of eroded stream bank along the Valley Trail in Ault Park. P&D has completed initial plans and specifications for use in bidding this project. **Please see the attached documents that will be used in solicitation of bids for this work.** It is anticipated that these items will be ready for bid the week of June 24, with construction to follow by late summer.

Eden Park: Art Museum Driveway Improvements — The DOTE held a preconstruction meeting for this project on June 12, 2024. Parks' Deputy Director, Jenny Mobley, provided the following summary of expected activities to the Events Operations team in connection with construction: The northbound lane (downhill side) of Art Museum Drive will be closed for

approximately 150 days beginning July 22, 2024, for construction work being completed on the sidewalk, retaining wall and guard rail. This will affect some events at Seasongood Pavilion such as: It's Commonly Jazz, Shakespeare in the Park, Serenity Jam and potentially others. This will only affect the downhill side of the street and detour signs will be in place.

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. We are working with the Operations team to track down some drainage issues associated with the Melan Arch Bridge and associated drainage infrastructure. Planning will continue for this project through the end of 2024, with construction anticipated in 2026.

Mount Airy Stone Signage Repairs – Work began on repairs to the Mount Airy stone signage the week of May 20, 2024. It is anticipated that repairs will be complete before the end of June 2024. [Please see the attached photos of the work in progress.](#)

Sawyer Point Skating Rink –Repairs began the week of June 3, 2024, and are nearing completion. Major items included correction of a main expansion joint that acts as a major trip hazard, and routing, sealing, and finishing smooth all cracks in excess of 1/16" wide. Funding and construction for a major renovation to the rink are completed. [Please see the attached photos of the work in progress.](#)

Smale Riverfront Geothermal System - P&D received word that well cleaning and subsequent redundant pump installation will begin the week of June 17, 2024. We are anticipating this work will be complete in July 2024. P&D has also received and assessed the results of testing completed at the discharges from the system (Anderson Pavilion and Christian Moerlein Lager House). We are working with the Ohio EPA to establish a new individual permit for these discharges. P&D completed draft application forms for this permit on June 12, 2024. Jenny Mobley serves as the Operator of record and permit contact to the Ohio EPA. It is anticipated that the application will be submitted the week of June 17, with EPA review following within 30 days of submission.

Yeatman's Cove Water Leak – Purchasing raised some concerns with the alternatives in the project and required us to revise the quote down to the base project of only \$18,356, and put in a change order for any additional alternates for the new hydrant or pavement removal and replacement as necessary. They have assured us these change orders will be met with swift resolution if necessary. The Board approved the full scope of the project to Nelson Stark in the amount of \$46,461 during the May meeting. P&D will keep allocated this total and will act to certify any additional funds needed to complete the project via change order up to the approved \$46,461. We anticipate receipt of the delivery order for this project very soon, with repair work to begin in July.

PROPERTY IMPACTS

Magrish Soil Testing – On May 23, P&D and Conservation & Land Management (CLM) conducted initial closeout inspections on the areas disturbed under Phase 1 of this project. More work was necessary to complete paving and curb restoration at the Magrish entrance road. These items were to be addressed by Duke and their contractors in early June, with a follow-up inspection anticipated when vegetation in disturbed areas is established to the point of project closeout (approximately 75%). P&D is also working with CLM and City Law to draft

a ROE for the second phase of this work. We anticipate a Memorandum of Understanding will be presented to the Board for review and approval in the July meeting.

Linwood Park Soil Testing – Duke’s consultant completed staking work to identify trees that may be impacted to install a new high pressure gas pipeline. Construction of the pipeline is anticipated to begin in 2025. This initial staking was to identify vegetation that will likely need to be removed to complete the pipeline installation. Duke has identified three trees that will need to be removed. Parks P&D and CLM will continue to work with Duke as the ROE for construction is drafted to include assessed values of the tree and any other necessary site restoration items. **Please see the attached exhibit provided by Duke outlining trees that will likely need to be removed.**

Mount Echo Change of Use – On May 20, Dan Jones of CRC contacted P&D to discuss a proposed community benefit request project involving change of use of the existing softball fields at Mt. Echo into soccer fields. The intent is to provide a dedicated space for soccer to alleviate use of the tennis courts for this purpose. This change will cause increased activation to the space and may require some minor grading and drainage changes. We have allowed CRC to explore what is necessary to complete these upgrades and are working through operations to understand and resolve any potential issues this may cause with parking and park movement. This is meant as an informational update at this point involving no action. P&D will bring a formal request forward to the Board once proper due diligence (site survey) has been completed. **Please see the attached sketch outlining the project area in question at Mt. Echo Park.**

SMALE RIVERFRONT PARK

LOT 23 PARK - PHASE 2

95% OWNER REVIEW SET - JUNE 14, 2024

PROJECT TEAM:

Cincinnati Park Board

OWNER
3621 Reading Road
Cincinnati, Ohio 45226
Phone: 513-475-9000

Sasaki Associates, Inc.

LANDSCAPE ARCHITECT
94 Pleasant Street
Watertown, MA 02472
Phone: 617-926-3388

Kolar Design

SENIOR DESIGNER
807 Broadway, 5th Floor
Cincinnati, Ohio 45202
Phone: 513-241-4884

THP Limited, Inc.

ARCHITECTURAL ENGINEER
90 East Eighth Street
Cincinnati, Ohio 45202
Phone: 513-241-3222

The Kleingers Group

LANDSCAPE ARCHITECT
6215 Centre Park Drive
West Chester, OH 43081
Phone: 613-779-7851

Heapy Engineering LLC

MEP & PE ENGINEER
1400 Reed Cordell Lane
Dayton, OH 45426
Phone: 937-234-0881



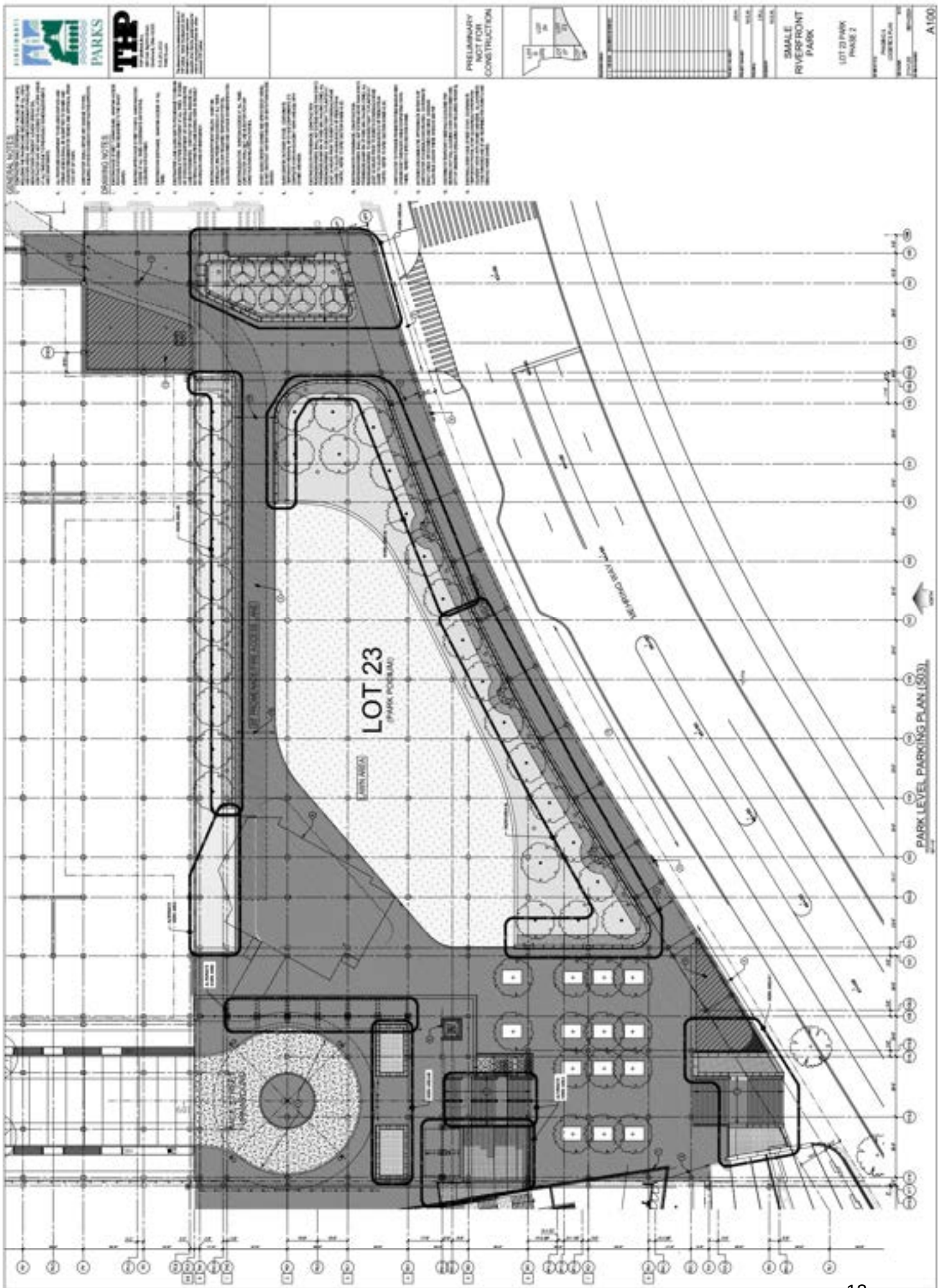
PROJECT LOCATION



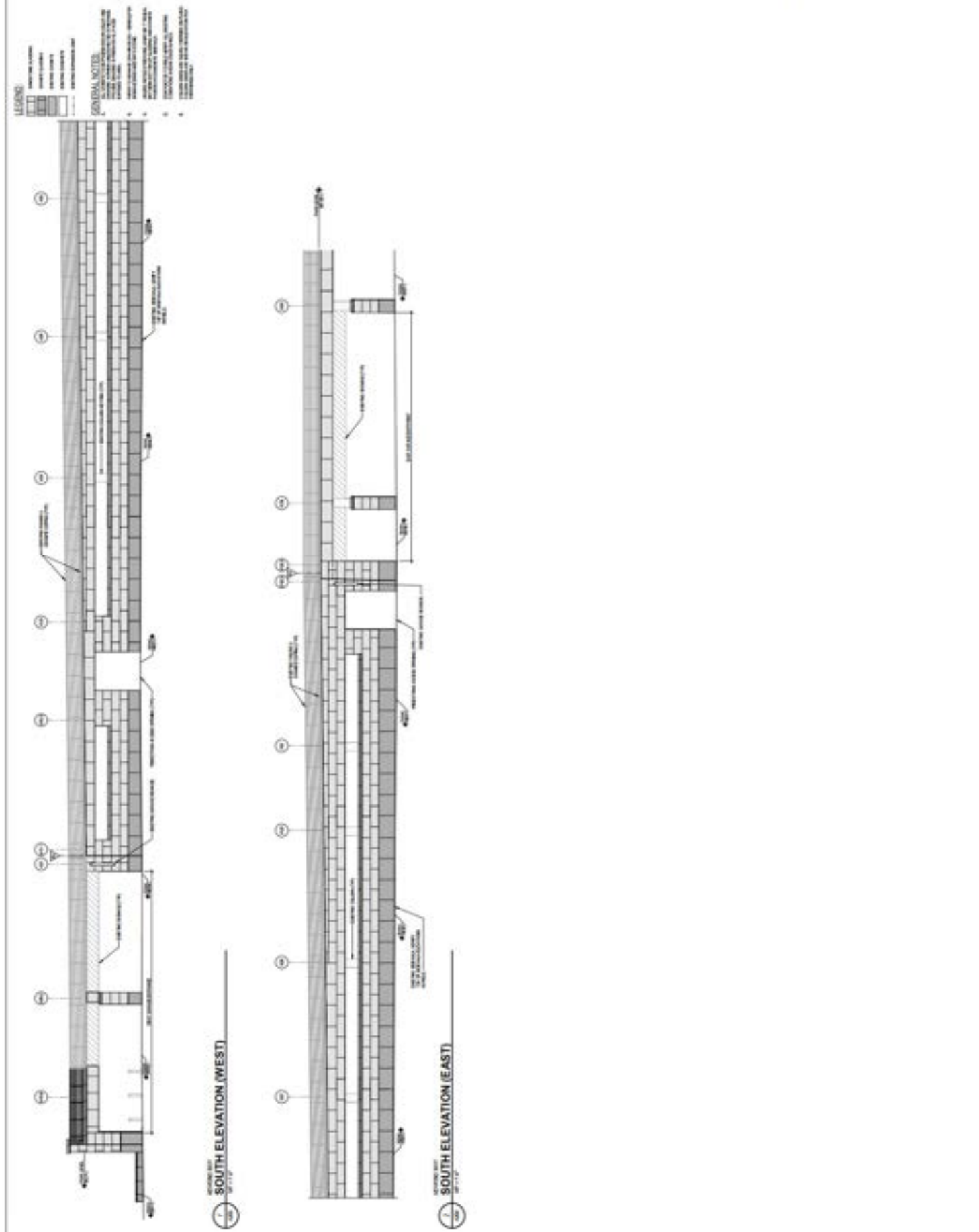
LOCATION PLAN

DRAWING INDEX:

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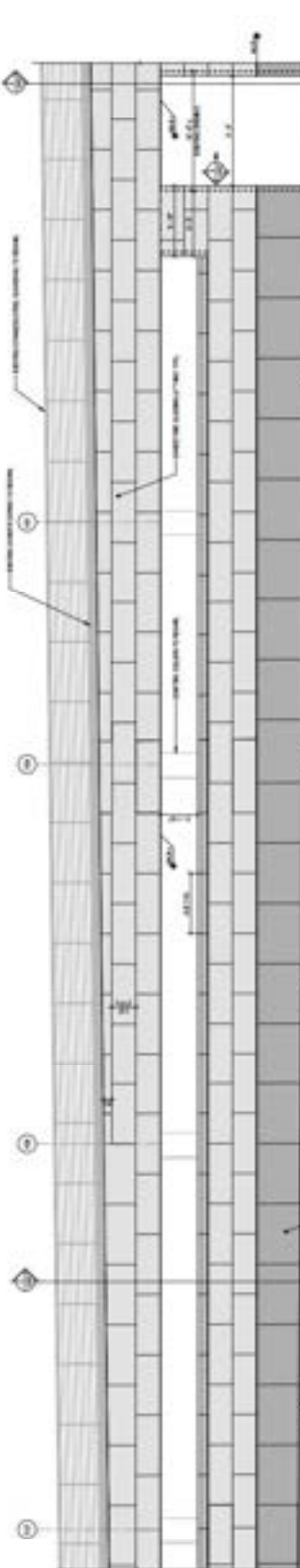
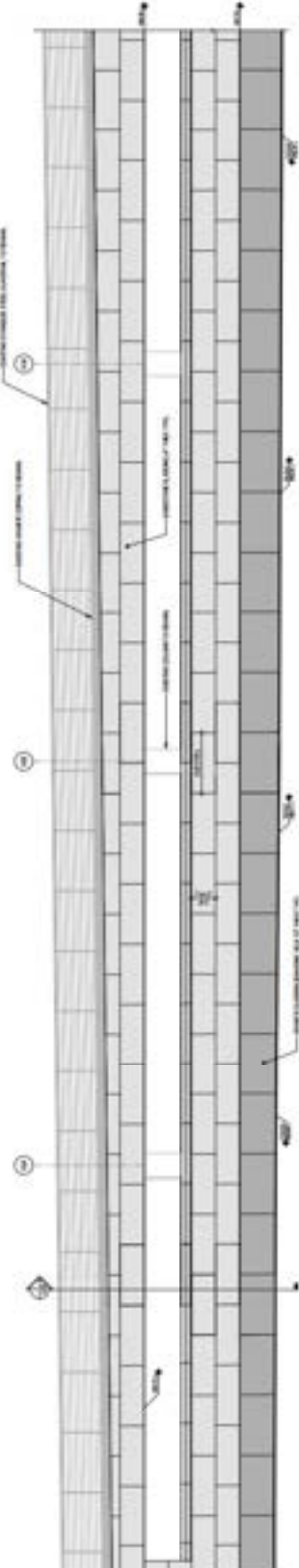
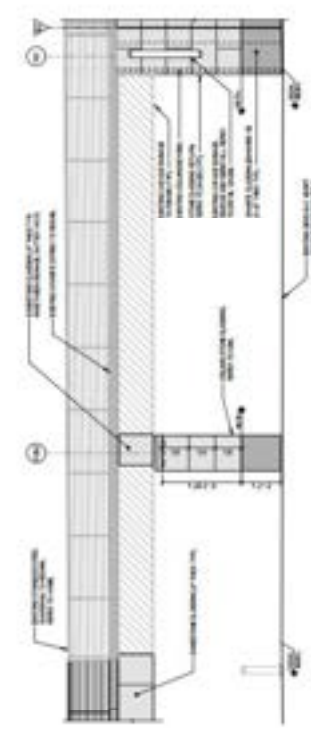
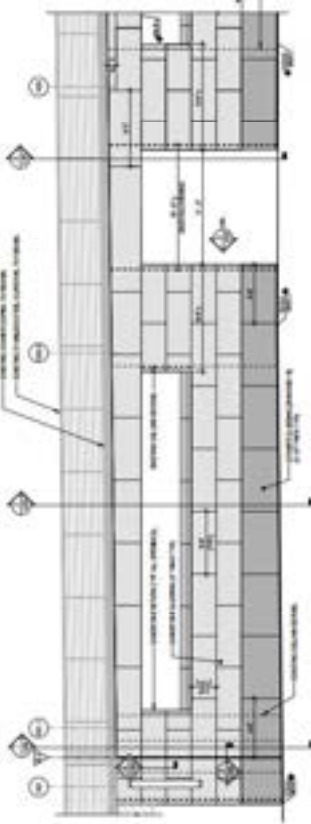


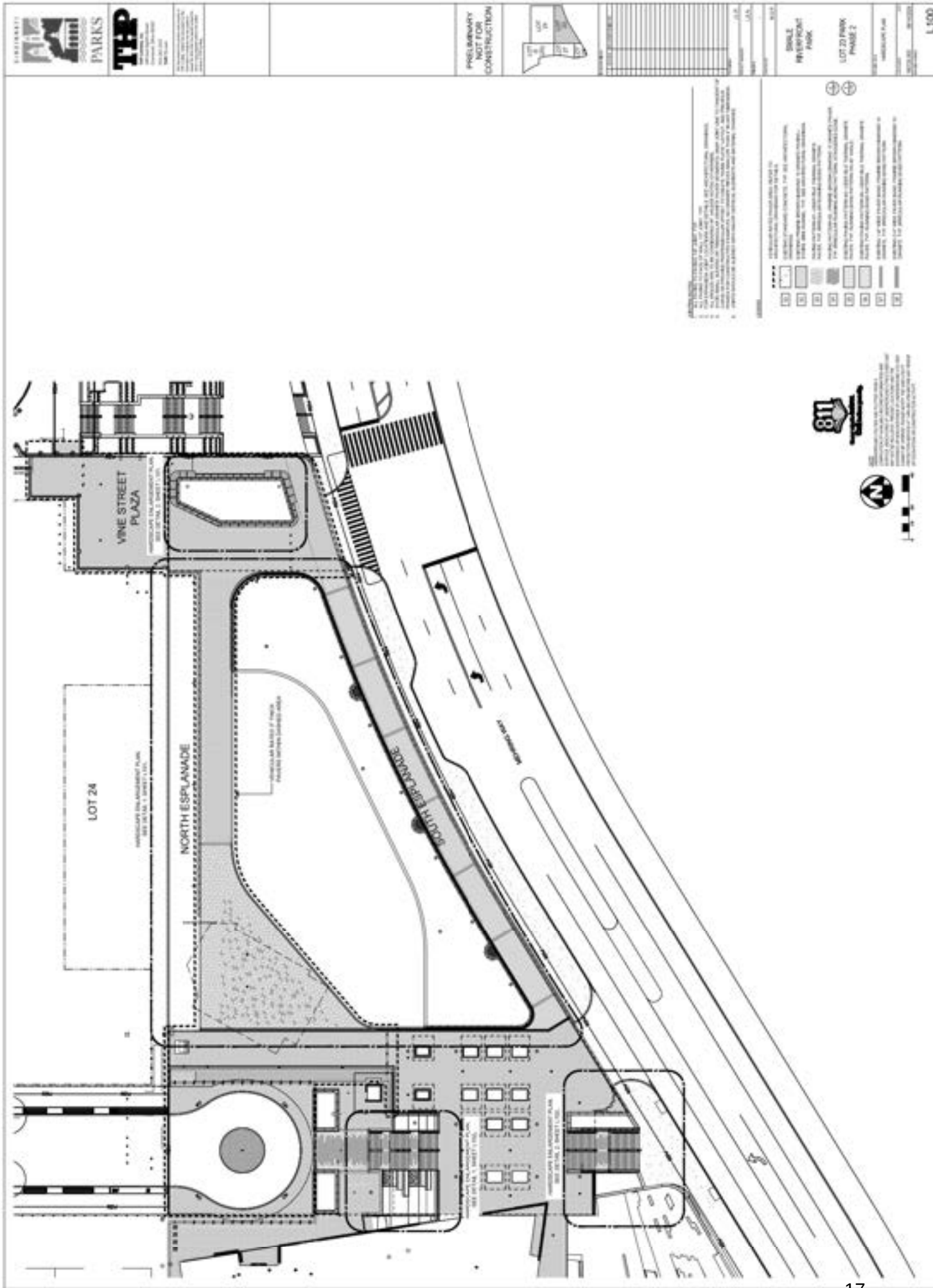


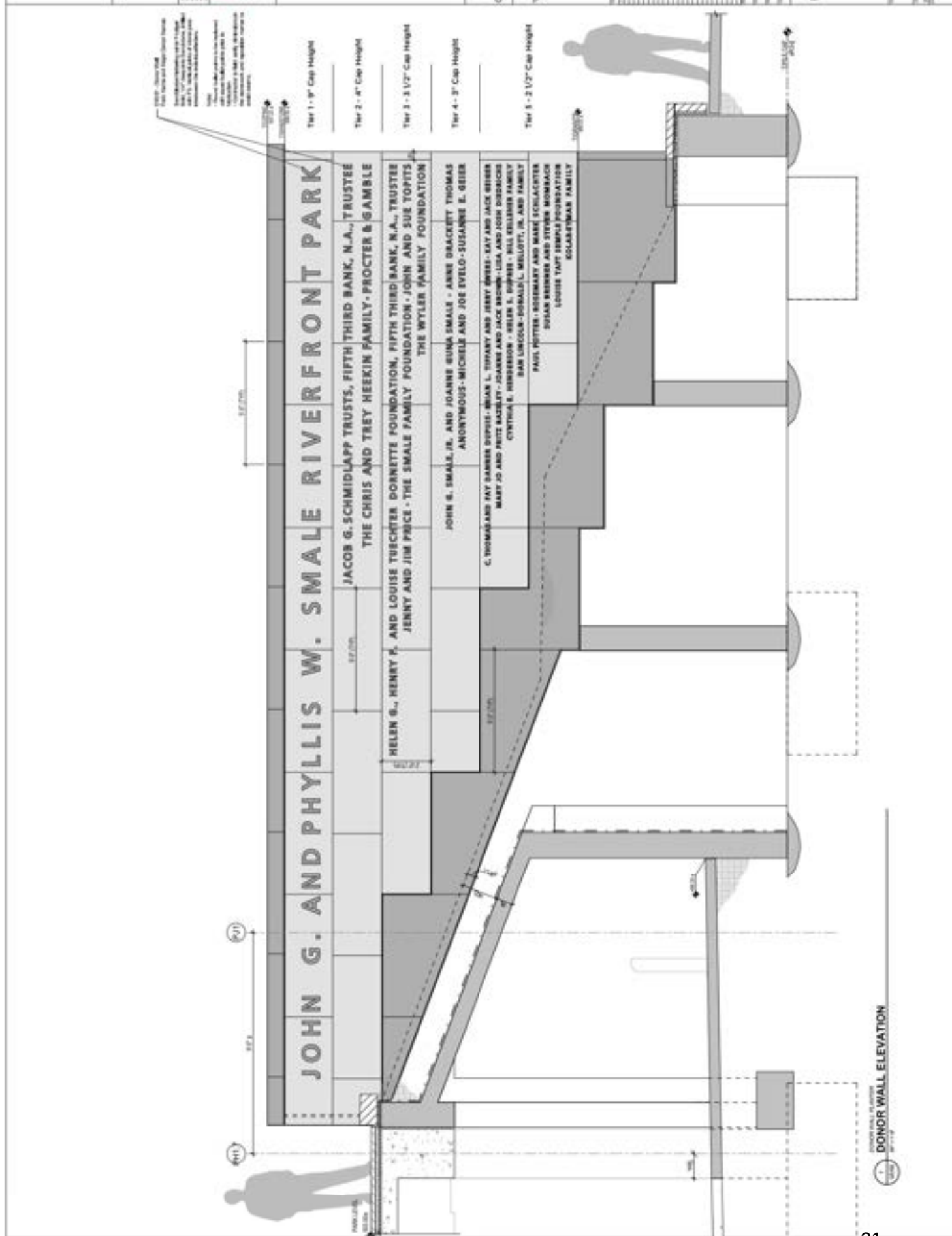


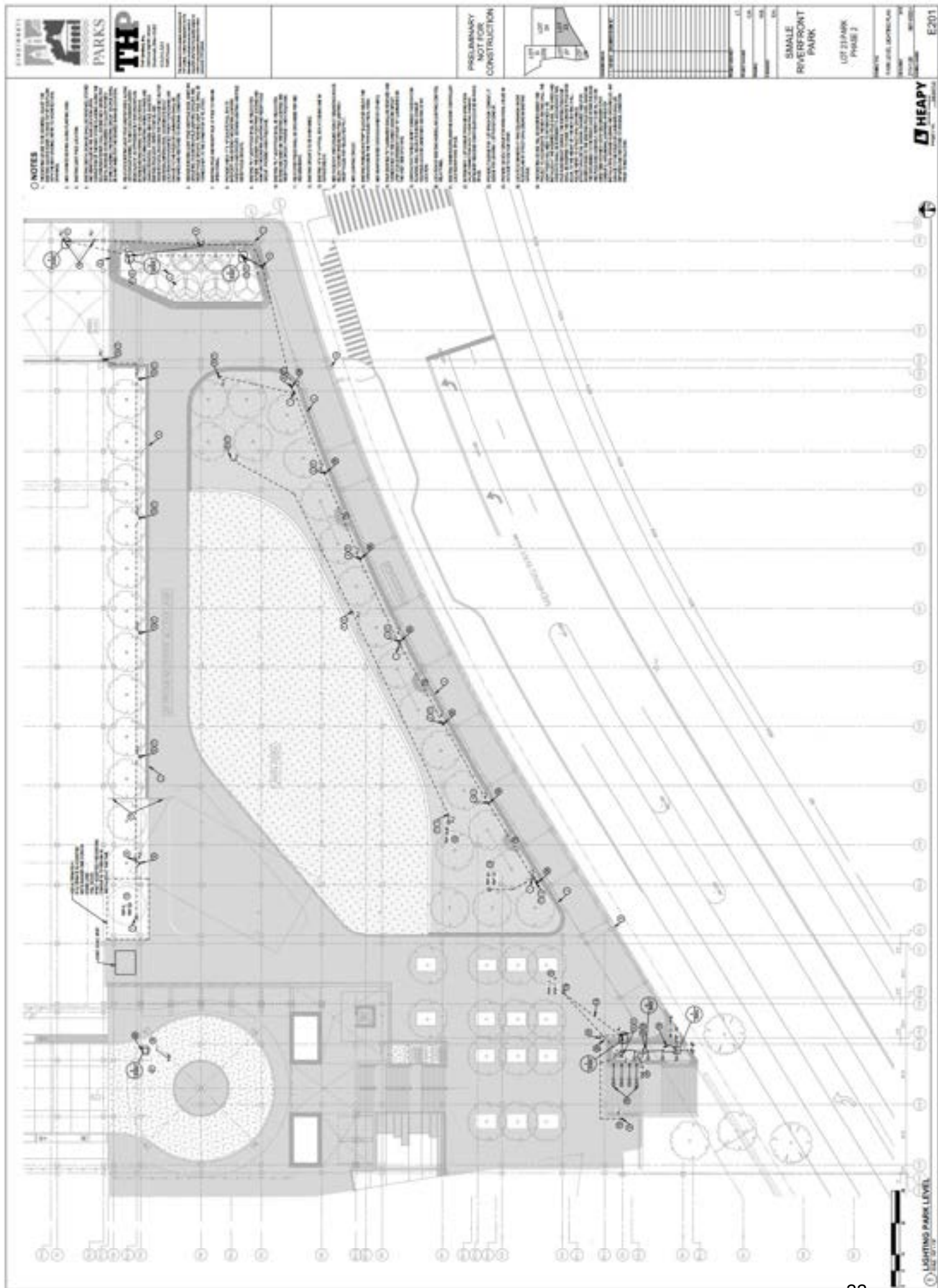
LEGEND
 1. EXISTING PAVEMENT
 2. EXISTING CURB
 3. EXISTING SIDEWALK
 4. EXISTING DRIVEWAY
 5. EXISTING UTILITY
 6. EXISTING FENCE
 7. EXISTING LIGHT POLE
 8. EXISTING SIGN
 9. EXISTING TREE
 10. EXISTING LANDSCAPE

GENERAL NOTES
 1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS, AS APPLICABLE.
 2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
 3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.
 4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.
 5. THE CONTRACTOR SHALL MAINTAIN THE EXISTING LANDSCAPE AND PLANTINGS.
 6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL DEBRIS AND WASTE MATERIALS.
 7. THE CONTRACTOR SHALL MAINTAIN THE EXISTING DRIVEWAY AND SIDEWALKS.
 8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION OF ALL NEW UTILITIES AND STRUCTURES.
 9. THE CONTRACTOR SHALL MAINTAIN THE EXISTING FENCE AND LIGHT POLES.
 10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION OF ALL NEW SIGNS AND LANDSCAPE.









NOTES

1. ALL LIGHTING FIXTURES SHALL BE INSTALLED IN ACCORDANCE WITH THE ILLINOIS ILLUMINANCE CODE (IIC) AND THE ILLINOIS ELECTRICAL CODE (IEC).
2. ALL LIGHTING FIXTURES SHALL BE INSTALLED IN ACCORDANCE WITH THE ILLINOIS ILLUMINANCE CODE (IIC) AND THE ILLINOIS ELECTRICAL CODE (IEC).
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GENERAL NOTES:

- ELECTRIC LINE TO BE 3-WAY 480-VOLT BURIED AT 42" UNDER GROUND WHEN
- DAASHED LINE INDICATES UP EASEMENT (IF EITHER SIDE OF LINE)
- PREVIOUS RECONSTRUCTION POWER TO MAIN FACILITY AT MOST ADVANTAGEOUS CONNECTION POINT



SITE PLAN
SCALE: 1/2000

EXISTING STRUCTURE ASSESSMENT REPORT



Conclusions and Recommendations

Overall, much of the structure is in an operable condition. With the structure exposed to the elements, it is important to routinely check for corrosion, rot, and other degradation. Addressing maintenance items in a timely manner is key to prolonging the structure's lifespan and ensuring the safety of its occupants.

The following actions and recommendations are based on our observations.

1. Clean and free wood beams and joists of algae by power washing with an algae removing solvent.
2. Clean deck boards and seal as required. *Penofin Red Label* was specified on the original construction documents. Cincinnati Parks to review and provide recommendations on sealer products for this application and other locations where sealers are recommended. Additionally, the deck boards are very slippery when wet, which will cause a safety hazard if not addressed.
3. Clean and paint all areas of steel corrosion with galvanizing or corrosive resistant paint to mitigate further corrosion. Cleaning consists of wire brushing or sand blasting corroded areas.
4. Install non-shrink grout under steel baseplates at the mothership columns. Verify that steel column baseplates on site have grout installed below.
5. Address handrail deficiencies at all walkable surfaces. Block the posts to floor framing connection as required. Some railing posts may require replacement due to extensive rot. It is recommended to cut the tops of damaged posts and seal cut end grains with a clear coat sealer (*Penofin Red Label* or equivalent). Cincinnati parks to review. Post should be cut down far enough to eliminate all unsound material. At locations where the rot extends below the top grab bars, replacement of the post may be required. It is recommended to clean and seal all railing pickets to avoid further deterioration. Install new grab bars to existing 2x top rails to meet ADA height requirements including supplemental grab bar connections to the 2x4 top rail (they currently span too far).
6. Replace existing timber diagonal (kicker) members with PT Southern Pine No.1 6x6 post or new timber (specification of timber will need to be reviewed during CD phase).
7. At wood post locations where surface rot is visible, but does not penetrate the wood substantially, removal of unsound material will be required. Apply *Penofin Red Label* or equivalent sealer to exposed wood surface.
8. Further evaluate the load path at the entrance ramp that was not visible at the time of the visit. It is unclear how Level Landing 1 is supported at grade. Selective demo may be required to verify supports and assess possible deterioration.

EXISTING STRUCTURE ASSESSMENT REPORT

schaefer

9. Continually monitor the condition of all tree posts for any changes in deterioration and rot. Significant changes may require abandonment of the existing tree support and the addition of steel column(s) or new tree timbers to support the existing floor structure.
10. Where tree supports are cut, seal end grains with appropriate sealer product.
11. A wood beam at Landing Level 5 is significantly deteriorated and required replacement. See K11-K13 for more information.
12. Isolated landing beams that exhibit minor voids and deterioration shall receive a 2-part epoxy resin wood sealer (3M product or similar) to fill voids and seal openings. Remove rotted material prior to epoxy installation.
13. It is recommended that the tree post at support 21 be abandoned and replaced by steel posts or new tree timber to support the walkway structure. It is likely that only (1) steel post and concrete pier will be required at this location.

Note: Where tree supports are required to be abandoned, it may be possible to replace the deteriorated tree post with another natural unmilled timber. WholeTrees Structures is an outfit that produces unmilled timbers that are proprietarily graded and designed for structural use. Collaboration with this firm or a similar company may provide good insight into replacement options.









Owl's Nest Park Stakeholder Meeting

June 11, 2024



KZF DESIGN
Designing Better Futures

Project Goals

- Restore and rehabilitate Owl's Nest Pavilion.
- Complete the final elements of the Owl's Nest Park Master Plan.
- Provide the concept design, renderings and cost estimate to confirm scope and support fundraising efforts.



Project Overview

- Pavilion Rehabilitation
- Site components adjacent to the Pavilion Rehabilitation
 - Madison and Fairfax entry enhancements
 - Pogue parking and entry enhancements
- Site circulation connection between upper and lower portions of the park
- Site components adjacent to the Pavilion Rehabilitation
 - Site lighting replacement / upgrades
- Utility upgrades to support restrooms in pavilion
- Overall landscaping improvements
- Public Art opportunities



KZF DESIGN

Plan View



Madison Entrance Plan View

KZF DESIGN



Madison Entrance Street View

KZF DESIGN



Fairfax Entrance Plan View

KZF DESIGN



Fairfax Entrance Street View

KZF DESIGN



Pogue Entrance Plan View

KZF DESIGN



Pogue Entrance Street View

KZF DESIGN



Pavilion Plan View

KZF DESIGN



North View

KZF DESIGN



North View

KZF DESIGN



South View

KZF DESIGN

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REF	DATE

DATE

PROJECT NAME

PROJECT NO.

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PROJECT NAME

PROJECT NO.



















Date: 06/20/2024

To: Board of Park Commissioners

From: Derrick Gentry, Supervising Human Resources Analyst

Subject: HR Status Update

BOARD OF PARK
COMMISSIONERS

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

KEY UPDATES



Full-Time Overview – There are a total of 157 full-time employees

- Interviews
 - Parks/Recreation Maintenance Crew Leader (Krohn/Warder Nursery)
 - Service Area Coordinator (Waterfront)
 - Administrative Technician (Natural Resources)
- Appointments
 - Laborer, East District - Karley Federmann
 - Laborer, West District - Logan Lyons
 - Laborer, West District - Christopher Lee

Available Vacant FT Positions	FTEs	Status
Administrative Specialist	1	On hold
Florist	1	On hold – EHS Review
Lead Arborist	2	Classification under review
Parks/Recreation Maintenance Crew Leader	3	Interviewing
Principal Architect	1	On hold
Service Crew Leader	1	On hold
Service Area Coordinator	2	1 Interviewing, 1 on hold
Supervisor of Maintenance and Construction	1	On hold
Tree Maintenance Crew Leader	1	On hold
Tree Maintenance Worker	1	On hold
Truck Driver	1	On hold
Total	15	

James Goetz
President

Molly North
Vice President

Susan F. Castellini

Kick Lee

Phyllis McCallum

Jason Barron
Director

Jenny Mobley
Deputy Director

Crystal Courtney
Division Manager

Joel Gross
Division Manager

Rocky Metz
Division Manager

Part-Time Overview – There are a total of 126 part-time employees.

There are a total of 1,021 part-time applicants:

- 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
- Applicant processing data:
 - 121 applicants processed
 - 36 applicants were not hired (EHS failure; failed background check; discontinued communication)
 - 67 applicants were hired
 - 18 applicants are currently in the hiring process

Seasonal Staffing Progress Snapshot

Seasonal Staffing Numbers	
East District	100%
West District	100%
Krohn Conservatory	100%
Natural Resources	100%

Upcoming Retirements

- Sheila Stump: 25 Years of Service, 08/01/2024
- Robin Hunt: 32 Years of Service, 08/01/2024
- Jennifer Harten: 35 Years of Service, 09/01/2024
- Ronald Wilson: 23 Years of Service, 10/01/2024

Injury Report

The Parks Department has a total of 18 injuries. Injuries include laceration, bruises, sprains, exposure to toxic materials, and overexertion. To lower injuries and protect Parks staff the following initiatives are ongoing:

- Safety Committee: Monthly meetings are held once a month with key stakeholders to review current injuries and create solutions to prevent future injuries and ensure all employees receive ongoing training.



Date: June 20, 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

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

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 grants listed below from the Cincinnati Parks Foundation:

1. **\$110,000 – CORA Funds for Mt. Airy Bike Skills Course**
Grant will be used to support a direct award to CORA's selected vendor providing design work for the Beginner Mountain Bike Skills Course at Mt. Airy Forest.
2. **\$71,250 – Krohn Programming: 2024**
Grant will be used to fund 2024 programming at Krohn Conservatory.

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 \$181,250.

Cincinnati Park Board

Financial Presentation – June 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*

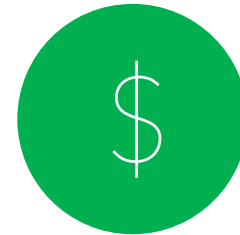
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SUMMARY



EXPENSES



YTD REVENUE



YTD PARK BOARD
FUND BALANCES



YTD PARK BOARD
TRUST BALANCES



FUND PURPOSE

Year to Date Expenses By Expense Type

As of May 31, 2024

Obj Name		YTD Expenses	Budget	Target Spend %	Actual Spend %	Variance
Advertising	\$	58,895	\$ 70,983	89.0%	83.0%	-6.1%
Auto & Truck Expense	\$	447,182	\$ 416,391	93.4%	107.4%	14.0%
Bank Fees	\$	34,110	\$ 60,935	85.0%	56.0%	-29.1%
Benefits & Taxes	\$	3,454,288	\$ 4,283,480	91.8%	80.6%	-11.2%
Equipment	\$	511,598	\$ 55,622	74.8%	919.8%	845.0%
Fuel	\$	155,156	\$ 147,000	89.8%	105.5%	15.7%
Insurance	\$	-	\$ 11,000	100.0%	0.0%	-100.0%
IT	\$	42,118	\$ 99,499	65.2%	42.3%	-22.8%
Postage	\$	4,641	\$ 3,269	92.8%	142.0%	49.1%
Professional Services	\$	2,271,041	\$ 3,621,186	88.8%	62.7%	-26.1%
Rentals	\$	193,386	\$ 390,071	87.3%	49.6%	-37.7%
Salaries	\$	10,276,124	\$ 12,098,886	88.0%	84.9%	-3.1%
Subscriptions	\$	21,289	\$ 8,100	83.6%	262.8%	179.2%
Supplies	\$	2,463,525	\$ 2,591,848	98.0%	95.0%	-3.0%
Taxes	\$	997,168	\$ 995,040	84.3%	100.2%	15.9%
Travel & Training	\$	49,841	\$ 67,301	88.8%	74.1%	-14.8%
Utilities	\$	864,700	\$ 965,395	88.8%	89.6%	0.8%
Grand Total	\$	21,845,061	\$ 25,886,006	87.6%	84.4%	-3.21%

- 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

Year to Date Expenses by Fund

As of May 31, 2024

Fund Name	Expenses		Budget	Target % Spend^	Actual % Spend	% Variance	
General Fund	\$	10,265,837	\$	10,587,585	91.5%	97.0%	5.5%
Stormwater Fund	\$	1,653,425	\$	1,953,840	91.6%	84.6%	-6.9%
Hwy Greenspace (Street Construction Management)	\$	321,031	\$	417,320	89.3%	76.9%	-12.3%
Infrastructure Fund (Income Tax-Infrastructure)	\$	1,623,607	\$	1,773,420	90.4%	91.6%	1.2%
Sawyer Point	\$	515,609	\$	1,071,010	0.0%	48.1%	48.1%
Park Donations and Special Activity	\$	802,990	\$	1,050,330	84.3%	76.5%	-7.8%
W.M. Ampt Fund (Free Concerts)	\$	11,986	\$	17,040	91.7%	70.3%	-21.3%
Groesbeck Fund (endowment)	\$	14,962	\$	20,040	91.7%	74.7%	-17.0%
Cincinnati Riverfront Park	\$	1,101,998	\$	1,437,780	91.7%	76.6%	-15.0%
Park Lodge / Pavilion Deposits	\$	29,804	\$	270,400	83.8%	11.0%	-72.7%
Krohn Conservatory	\$	1,454,652	\$	1,603,200	0.0%	90.7%	90.7%
Urban Forestry	\$	-	\$	50,000	83.4%	0.0%	-83.4%
Private Endowment	\$	1,516,294	\$	2,427,501	84.6%	62.5%	-22.1%
Forestry Assessment	\$	2,532,867	\$	3,206,540	90.8%	79.0%	-11.8%
	\$	21,845,061	\$	25,886,006			

Unspent dollars returned to the city

^ Target increases monthly

Year to Date Revenue

As of May 31, 2024

Fund Description	FY24 Revenue	FY24 Budget	Target % Revenue^	Actual % Revenue	% Variance
318 - Sawyer Point	\$615,297	\$648,500	86.4%	94.9%	8.5%
326 - Parks Donations and Special Activity	\$505,292	\$715,250	82.7%	70.6%	-12.1%
329 - Smale Fund	\$970,561	\$1,431,000	87.0%	67.8%	-19.2%
330 - Pavilions	\$373,673	\$282,630	97.7%	132.2%	34.5%
332 - Krohn	\$729,638	\$1,805,000	65.0%	40.4%	-24.6%
Grand Total	\$3,194,461	\$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 FY Target is heavily loaded in May and June due to Spring Butterfly Show

Year to Date Park Board Fund Balances

As of May 31, 2024

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

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

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.