



**VILLAGE OF EVENDALE, OHIO**  
**10500 Reading Road**  
**Finance, Recreation, Service and GHF Minutes**  
**November 2, 2022**  
**4:30 pm, Municipal Building**

**Attendance:** Jeff Albrinck, Beth McDaniel, Tom Sextro, Mayor Richard Finan, Chris Patterson, Nicole Gunderman, Kim Pielage, Cynthia Caracci, James Jeffers, Dave Elmer,

**Finance-** See attached summary of discussion

**GHF-** See attached summary of discussion

**Recreation-** See attached summary of discussion

**Service/Engineering -** See attached summary of discussion

**Other business**

- a. VOE has received 7 applications for the Recreation Director position
- b. Duke Energy will be donating a portion of the Griffin property, that they acquired from the Griffin estate, to the VOE

Motion to adjourn at 5:45 by Tom Sextro and seconded by Beth McDaniel.

## Finance report for November 2022

Very happy to report continued positive results. Tax receipts month to date are \$1,304,780 which is \$261,558 over receipts from the prior year. Year to date tax receipts total \$13,967,456 which is \$1,963,514 over tax receipts at this time last year. Cindy's detail report will follow later in the week. Obviously such strong tax earnings puts us in a good position financially overall. However this month expenditures did exceed revenue by \$55,049 despite the positive earnings trend. This was expected as we had large capital payments for the road. This result does not include impacts from the TIF Funds which had combined total net loss of \$676,022 due to payment of debt, road construction and site prep costs. Year to date receipts still exceed expenditures by \$2,323,308 not including TIF funds.

### Four ordinances:

1. Then and now
2. Transfer from Contingency to tax dept-cover salary and benefits to year end
3. Transfer from Contingency to Admin- to cover fuel costs to year end
4. Appropriation to cover replacement/repair of traffic control box at Cooper and Reading due to accident



## Executive Director's Report November 2022

### FALL FARM FUN DAYS:

- The Farm extended weekend hours through the month of October and saw increased attendance and revenue with an average per weekend of 300 visitors and over \$3,000 in sales. Nice weather certainly helped!

### EDUCATION:

- **School Field Trips -**
  - Every 4th grader from Princeton City Schools has visited the Farm this fall for the Local Ohio History field trip which supports state learning standards in social studies.
  - Currently scheduling field trips for Spring of 2023.
- **Preschool Story Hour** - Registration opens this month for the winter program that runs over 7 weekly sessions in January-February.
- **November Public Programs**
  - Beeswax Wrap Crafting - Saturday, Nov 5th, 12:30-2:30
  - Drop Spindle Yarn Crafting - Sunday, Nov 13th, 1:00-3:00

### OPERATIONS:

- **ACA Accreditation** - GHF Summer Day Camp program has received re-accreditation for the next 3-year cycle from the American Camp Association! The ACA is the only national accrediting body for camps. Accreditation demonstrates that GHF's program supports over 300 ACA accreditation standards that focus on health, safety, and risk management that are used as benchmarks by government entities and provides public evidence of a camp's commitment to the well-being of campers and staff. It is a parent's best indicator that they are making a safe choice for their child's summer activities.
- **Media Coverage** - GHF will be included in a photography feature in the November issue of Cincinnati Magazine that follows 24 hours of one day in Cincinnati. GHF is featured in the 7am time slot.
- **Deer Culling** - We are working with the Evendale Police Department to do a short time-frame deer culling program on the Farm's property in early November.

### FUNDRAISING:

- **Outstanding Grant Applications -**
  - \$90,000 ODNR Nature Grant for Playscape - notification in November
  - \$280,000 EPA 319 Grant for improvements to lower watershed
  - \$25,000 Greater Cincinnati Foundation to install green learning space at Soil & Stars
- **Individual Major Gifts -**
  - \$7,000 for garden golf cart
  - \$10,000 for teaching kitchen
  - \$25,000 pledged for solar array at Soil & Stars Education Center
  - \$50,000 pledged for capital projects
- **Memorial Giving -**
  - The Don Rolf Jr. family made gifts in memory of their father and booked the Farm for a celebration of life this October. A tree was planted and a bench installed in memory of Don & Rebecca Rolf.

### **DIRECTOR UPDATES**

- Pool Bid: SwimSafe was the only company to prepare and submit a bid for the 2023 Operation of the Pool. The bid was \$244,500 and it now includes all certification fees for the lifeguards within the bid.
- Pool Painting project is complete.
- Men's bathroom and breezeway work at the pool is in progress; waiting for tile to arrive.

### **SPECIAL EVENTS**

- Halloween Fest' was enjoyed by over 900 people on a beautiful Saturday night in the village. 19 recreation employees, 39 Phi volunteers and 8 additional volunteers helped make the event a huge success.
- Our December Gingerbread House making event is already sold out.
- Upcoming holiday events include our Veterans Day program, Turkey Shoot, Kid's Thanksgiving program, Phi's Homecoming program, Letters to Santa, Gingerbread House Making, Visit with Santa, Jr. Holiday Bingo, Adult Holiday Party, Chair Volleyball Bingo and Luncheon, and Phi Lambda Pi's Holiday Party.

### **PHI LAMBDA PI**

- Eight members volunteered at Gorman Farm's Sunflower Festival and 39 teens volunteered at the Recreation Department's Halloween Fest'!
- Open House activities have included a trip to Summit Park, Pickle, Bunko and pumpkin carving.

### **SPORTS**

- Josh Valentine's Boys Wings team and Dan Hunt's Passer Boys team are advancing to the State SAY Tournament. Kyra Kater's Passer Girls team may advance, as well.
- Men's Basketball League should have between 9-11 teams participating this winter.
- Youth Basketball has three Kindergarten teams, three 1<sup>st</sup> Grade teams, and a total of seven 2<sup>nd</sup> Grade teams through High School.

## **CHILDREN'S PROGRAMS**

- Fall Session currently underway with five classes.
- 40 kids attended our Trick or Treating throughout the municipal complex.
- Pop-up Children's Programs have included Pumpkin Carving and trips to Gorman Farm and The Acres.

## **Adults**

- 50 adults attended our October Meet & Greet program.
- 15 people are participating in our Fall Putt-Putt League at The Acres.
- Bunco Night had 17 attend.

Village of Evendale Recreation Department  
**Recreation Commission Meeting**  
Thursday, October 27, 2022

Call to Order at 7:31am

Roll Call: Bill Puthoff, Jack Carmody, Sarah Reeder, Kim Pielage, Nicole Morand, Lindsey Reisert.

Mike Stroh and Kevin Ralston are not able to attend.

Additions to the Agenda: Two special requests for gym

Recognition of Visitors: none

Approval of Minutes Motion made by Sarah Reeder; seconded by Nicole Morand. Motion approved.

## **Phi Lambda Pi Report**

- Attendance has been really good. The group has a very "solid" group of eighth graders now attending.
- Eight members helped at the Gorman Heritage Farm Sunflower Festival.
- 39 volunteered at the Department's Halloween Fest; and a majority of them were the newer members. *The Department greatly appreciates the kids' work and the great costumes. Thank you to all of them!*
- The group has joined with Operation Give Back to collect new and gently used coats for the Princeton and Sycamore Schools.
- Upcoming events include Rake-N-Run and the Holiday Party

## **New Business**

- Pool Contract  
We only had one bidder – SwimSafe Pool Management  
The bid came in where Kim anticipated it to be with the biggest increases being in pay and chemicals.  
Motion to recommend the bid to council for review and acceptance made by Sarah Reeder; seconded by Nicole Morand. Motion approved.

## Old Business

- Pool Updates  
The sandblasting, grinding, and painting project is complete except for one spot that needs to be patched and painted but this is best done in the spring. The line markers for laps have not been cleaned from this project but will be cleaned in the spring when pre-fill cleaning is done.  
The breezeway and men's area projects are underway. Tile and toilets (replacements for the kiddie sized ones) are all on order.
- Pickleball Courts project received no bids. The thought is concerns about the tight seasonal timeline and completing the project before some supply companies close for the winter.

## Open Discussion

- Resident requests to have the gym rental fees waived for her son's team. The resident believes other groups have gotten fields or courts free and asks for the same consideration. The resident also questions why residents pay \$25/hour while business people only pay \$12/hour. In 2020, Commission cleaned up the rental policy to give more clear, concise guidelines.  
This department has a history of helping other communities when their courts or fields are under construction or repair; which, we do not charge for in the hopes we would have the same courtesy if our fields/courts are not usable. An example of this happened at the pool this year – Sharonville couldn't open on time due to a lightening strike. We allowed their members to use our pool; and the courtesy was repaid a few weeks later when we had swim team championships and our members could go to Sharonville. Currently, one of our fields is getting used by a community team who claimed they didn't have a field to use; this has been reported to us as false and Kristen will follow up with the team.  
A review of other teams getting to use our facilities for free was researched by Kristen and Lynne and found that almost all others have been charged according to the 2020 usage/fee policy. There were 21 of these rentals 17 were charged correctly, two were not charged correctly, and two were not charged at all. Kristen is not sure how that happened. Select teams, and school teams have billed, and paid accordingly. By review, the department is consistently following policy on gym/field requests.  
Regarding Evendale business people renting the gym, the charge is only \$12 because they pay taxes and higher rates for memberships (although membership is not required for gym rental). Additionally, they are not permitted to attend any of our programs. The gym/facility rental must be for a business meeting or event; personal party or personal team (i.e. child's team) are prohibited from renting our facilities.  
Commissioners decided not to waive the fee, and suggest the resident talk to Sharonville Recreation or even Princeton School District.
- A second request for fee waiver for an Evendale parent with four resident kids of the eight-kid school team. Commissioners said to follow the policy, which requires 51% residents for fee reduction/waiver.  
Since this team will be using only half a gym due to an Evendale team using the other half, the question was raised would commission waive half the fee? Commissioners said no because the Evendale team would not have the option to use the full gym due to the other team; and if the resident team is not there, then the "50%" team has the use of the full gym. And, the commission wants consistency.
- Due to the discussion today, it is time to review the field/gym rental policy and fine tune it some more.
  - define more the business rate portion.
  - add a second line of review when considering waiving fees for specialty groups (i.e. GE

annual fundraiser, other communities request, etc) should be put in place such as the Sports Supervisor, then the Director. And if a community or school requests due to lack of space at their facilities, then reach out to the facility and confirm the situation.

- the current policy has 51% resident players, consider changing this to 50% of the players.

Adjournment motion made at 8:46am by Sarah Reeder; seconded by Lindsey Reisert. Motion approved.

Village of Evendale  
Service Department/Engineering  
Monthly Report  
November 2022

SERVICE DEPARTMENT

Special Activities of Note – The list of activities for the month are attached, but some items will be pointed out in this section.

- a. Traffic Island Landscape Maintenance – Jeffrey Allen is continuing the maintaining of the plantings of the islands and municipal grounds. The crew began cleanup of the landscaping beds on the municipal grounds this week.
- b. Miscellaneous projects – The crews have been addressing several miscellaneous projects throughout the Village. This will include catch basin repairs, dead tree trimming, Greenbelt maintenance, etc.
  - i. Chipping/Special Pickups –The new chipper has been ordered and we expect delivery by the end of the year.
  - ii. Street Trees – We are working on a list of replacement trees for the replacements. We will be checking on availability for these trees to replace the removed trees.
  - iii. Safety Task Force – The proposed safety enhancements estimate has been broken into phases and is part of the capital requests for the future budget projections.
  - iv. Leaf Bag Distribution – The leaf bag distribution program has ended. This year we passed out over 24,000 bags to over 330 households. There is a limited number of bags remaining and we will continue to distribute these until they are gone. This will be done on a first come/first serve basis, even if you have gotten your annual allotment.
  - v. Service Department Table Saw – We have received this equipment and are currently installing it in the woodshop.
  - vi. Sanitary Sewer at existing Service Department – This work is being scheduled with the plumbing contractor.
  - vii. EV Station – The department is installing the EV station next to the police garage and the supplier will be out within the next few weeks to complete the installation and activate the unit for use. This will be free to use and we are requesting that the maximum time to charge be limited to 6 hours per vehicle and no overnight charging is permitted.
- c. Recreation Center North Roof – The contractor has ordered the material for the roof replacement and is waiting for confirmation of approximate delivery. I have requested to see if just the Flex Room roof can be replaced as soon as possible,



and they are trying to get this material. We will coordinate with the contractor on the remaining roof replacement as weather permits.

- d. Traffic Controller at Cooper and Reading – The controller at Cooper and Reading Road was destroyed due to a traffic accident. Unfortunately, the police were unable to identify the vehicle and/or driver and we have to cover the cost to replace this system. The controller is being rebuilt and we depleted a number of line items to cover this cost. There will be an ordinance to reimburse these line items. Once the work is completed and a total cost is known, we intend to submit a claim to our insurance company for payment.
- e. Service Department Storage Building – We have received updated plans for the proposed Service Building. This proposed plan located the building at the north end of the soccer field and a majority was going to encroach upon the “Rinks” property. The mayor and I have determined that we will request a modification of the original plans that will be located to the east of soccer field #3 paralleling the existing annex building.
- f. Gas Usage Report – We have nearly exhausted the budgeted line item with the bills for October. There will be an ordinance on the agenda to cover November and December shipments. We have adjusted the 2023 line item to avoid this situation going forward.

## ENGINEERING

1. Duke Relief Station – It is anticipated that this project will be completed by the end of the month. A majority of the piping work has been completed and the building structures are being built at this time. The Village and Duke Energy are working on an agreement for the Village to be able to install a few (3 or 4) parking spaces along the drive for access to the fishing pond once construction is completed.
2. Grading at Normandy Close – This work has been completed with the exception of rebuilding of the headwall between the Heaton's and Foley's residence. The department is currently working on this repair.
3. Aberdeen Demolition – This grading work has been completed and the final restoration work should occur over the next couple of weeks. Once this work is completed we will be able to apply for the reimbursement from Hamilton County Revitalization Grant of \$290,000. In addition, Cynthia Caracci and Kathy Ryan are applying for property tax refunds for this property since the buildings have been removed and the site has been used for public purposes.
4. BTAP Doors and Windows Replacement Project – We have scheduled the preconstruction meeting for this project on Tuesday, November 1<sup>st</sup> at 1:30pm.
5. Pickle Ball Courts – This project shall be rebid after the 1<sup>st</sup> of the year.
6. LED Lights for Pool – Richards Electric has ordered the fixtures and we await the delivery schedule. These fixtures will be installed once they arrive and weather permits.
7. License Plate Reader System – We have been having issues with our current license plate reader systems at various intersections. We are uncertain if this is an issue with the hardware, software, and/or if this is caused by having to reverse the camera direction to pick up the rear license plates. In discussions with the police department, several communities (including Blue Ash, Sharonville, Springdale, etc.) have begun installing the Flock Safety License Plate Reader systems. In addition, several other communities plan to install these systems in the next couple of years (Glendale, Hamilton County Sheriff, etc.). This system is a cloud based reader system. As such, communities have the ability to share the cameras, with adjoining jurisdictions. In addition to license plates, the system can identify other vehicle characteristics, including make, model, color, etc. and even distinguishing features such as bumper stickers, roof racks, decals, etc. We are still working on the logistics of locations and number of cameras needed, but we are estimating a total of 15 will be needed for coverage of a majority of the Village. The price of the system is based upon an annual fee of \$2,500/per camera/year. We have included the cost for this in our restricted State Highway Road fund that is paid for by the gas tax and license plate revenue.

