DATE & TIME: Monday, April 12th, 2021, at 7:00 p.m.

LOCATION: Conference Room 2C, 2nd Floor, City Building One Donham Plaza
Join Zoom Meeting: Zoom Meeting Link
Meeting ID: 813 6932 5130
Passcode: 6923
Phone Information: +16465588656
ID: 81369325130#,,,,,*6923#

MEMBERS: Irene Earl Carolyn Keiffer Steve Lewis
Travis Bautz Adam Johnson

Ami Vitori, City Council Representative
Doris Roberts, Keep Middletown Beautiful Liaison
Alison Manning, Staff Representative

1. MEETING CALLED TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES – February 1st and March 8th, 2021

4. AUDIENCE COMMENTS – RESERVED TIME (3 MINUTES PER SPEAKER)

5. OLD BUSINESS
   − Urban Forestry Topics: Tree Removal Report
   − Buckeye Yard and Garden on Line, https://bygl.osu.edu/
   − Tree City USA Update
   − General Tree Comments

6. NEW BUSINESS
   − Parks Maintenance Update – Monthly Report for March
   − Meeting Date and Time Survey Results
   − Council Presentation Review, April 20th
   − Parks Master Plan Update
   − Non-Voting Liaison Requirements
   − Earth/Arbor Day
   − Special Event Permit Process Discussion

7. COMMENTS – RESERVED TIME (5 MIN. PER SPEAKER) Board Members, Liaisons, Council Members

8. OTHER

9. ADJOURNMENT

The next regular meeting of Park Board will be held on
Monday, May 10th, 2021 @ 7:00 p.m.
<table>
<thead>
<tr>
<th>TYPE</th>
<th>REGULAR MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLACE</td>
<td>CONFERENCE ROOM 2C, 2ND FLOOR, CITY BUILDING ONE DONHAM PLAZA</td>
</tr>
<tr>
<td>PARK BOARD MEMBERS</td>
<td>TRAVIS BAUTZ, IRENE EARL, ADAM JOHNSON, CAROLYN KEIFFER, STEVE LEWIS</td>
</tr>
<tr>
<td>COUNCIL REPRESENTATIVE</td>
<td>AMI VITORI</td>
</tr>
<tr>
<td>LIAISONS</td>
<td>JEFF MICHEL OF KEEP MIDDLETOWN BEAUTIFUL</td>
</tr>
</tbody>
</table>

**MEETING CALLED TO ORDER AT 7:12 P.M.**

**ROLL CALL:**
- Unexcused Absence
  - IRENE EARL, ADAM JOHNSON, CAROLYN KEIFFER, STEVE LEWIS
  - TRAVIS BAUTZ
- Excused Absence
  - IRENE EARL

**APPROVAL OF MINUTES**
Mr. Lewis motioned to approve the minutes from the January 11th, 2021 meeting, Mr. Johnson seconded. None opposed. Motion passed.

**INTRODUCTION OF NEW BOARD MEMBERS**
Mr. Bautz was not present for introductions.

**AUDIENCE COMMENTS**
None.

**OLD BUSINESS**

**URBAN FORESTRY DISCUSSION**

**Tree Removal Report 2020**
Ms. Manning distributed and virtually screen shared the current tree removal report. She noted the types of tree and their locations and explained to the board that none of those trees were trees that had fallen into the right-of-way. Ms. Keiffer asked what kind of elm was removed. Ms. Manning responded that she thought only Siberian elms were remaining in Douglass Park, but she would have to check that. Ms. Manning also stated that she was mistaken during the previous meeting about the estimate that approximately 45 trees had been planted and that the City planted 84 trees in total. She distributed the worksheet for standard 3 that was submitted as part of the City’s Tree City USA application, so that board members could better understand how the City reaches its per capita requirement. Ms. Keiffer noted that the quantity of trees planted in relation to being removed was the closest she can remember it being.

**Tree Commission Academy Announcement**
Ms. Manning distributed and virtually screen shared the email from Wendi VanBuren about the upcoming Tree Commission Academy-Virtual. Ms. Manning reviewed the details of the event and asked any of the other members have attended or know of community members who have attended in the past. No one did. Ms. Manning explained that she has signed up for the academy and if anyone else would like to she would be more than happy to assist. Mr. Lewis asked if the City would pay for it. Ms. Manning responded that she didn’t know but would check into it. Ms. Keiffer explained that she thought Jeff Mulligan attended this and the end project was about a long-term tree plan for the City but was unsure and thought it was interrupted when he left the board. Ms. Manning said she was unaware of that. Mr. Lewis said he would review the email and that he had received a text from Ms. VanBuren about attendance. Ms. Manning explained that this course is considered their freshman course and some of the covered topics highlighted in the email. Ms. Manning explained that she would reserve Conference Room 2C for those who have challenges with the virtual aspect of the course but still wanted to attend.

Ms. Manning also distributed and virtually screen shared another email from Ms. VanBuren about two virtual horticultural garden and plant series by the Cincinnati Zoo & Botanical Garden. She explained that they are a series of multiple dates throughout February and March reviewing plant trials and best gardening practices.
Ms. Manning distributed and virtually screen shared three different handouts about and from the BYGL. She explained that the first handout is a description of what the BYGL resource is and how to sign up to receive BYGL Alerts and the BYGL Newsletter. She also said that she hoped this information was particularly useful to the new members of the board.

The second handout she explained was from the BYGL and was about the 2021 Woodland, Water and Wildlife Conference event and registration.

The third handout was part of the Street Trees series that BYGL had been posting. She said this was Part 10, 11, and 12. She reviewed that the series highlighted several trees including Hophornbeams, Fringetrees and Black Gums. Ms. Manning offered these handouts as a combined PDF and hardcopy to those who would like it. Ms. Keiffer said she would like a copy of the series. Mr. Lewis said he felt like girdling roots and anthracnose seems to really affect the lindens and London planes in this area. He said that with the quantity of the different species and “slicing and dicing” of trees really makes him nervous about their resilience. He also said that he has seen a lot of elms really being affected by verticillium wilt and possibly Dutch Elm disease.

Mr. Lewis added that with Ms. Keiffer eluding to the Brood X, he felt a statement from the board would be beneficial to alert and educate Middletown residents about the upcoming emergence. He said the latest estimates of population he has heard that OSU is approximately 1.8 million cicadas per acre. Newer advice on how to protect younger trees from damage. Mr. Lewis gave a brief description of what happens when the brood emerges and applauded the City for the quantity of new trees planted. Ms. Keiffer asked if the City can afford to purchase tree protection from Brood X if they get help from volunteers to install them. Ms. Manning said she would have to check on current pricing and budget to see if this would be possible and if so then they would be very interested in the volunteer help. There was a short discussion about the efficacy of the netting and alternative means of protection. Ms. Keiffer spoke about her personal experience with the netting during the last emergence. Ms. Manning asked about how scheduling would work, and Ms. Keiffer felt that it would be a great Earth Day project. Mr. Lewis said he would also be willing to donate time and thought he knew of other companies that would also donate their time.

Ms. Keiffer said since this was the year of the cicada she felt the tree give-away shouldn’t happen this year. Ms. Manning said she hoped to do the give-away in the fall but is still looking for funding sources. She asked that if anyone comes across any relative grant opportunities to please share them with her. There was a short discussion about possible funding from local businesses.

**NEW BUSINESS**

**Parks Maintenance Update – Monthly report**

Ms. Manning distributed and virtually screen shared the monthly report for January. Mr. Lewis said he was disappointed in how littered the City is and wondered how this year’s “litter pickup” hours compared to last years. Ms. Manning said that she could investigate that and let them know, and that there is at least a crew out at least once a week each week.

Mr. Lewis asked if LUM had reported how much money they made from contributions this year and stated that he hoped they were not negatively affected by COVID. Ms. Manning said she had not received the information yet.

**Parks Master Plan Update**

Ms. Manning stated that the consultant has wrapped up survey analysis. She said that there was a slight gap in the age demographic, and that they are working with the schools to supply an additional and simplified survey period to gather input to gain a more comprehensive perspective of community residents. She said that the consultants were also working on infographics to help summarize some of the concepts and ideas gathered for the survey and that these would be dispersed via email, social media, and the Parks Master Plan webpage. She said that stakeholder meetings were tentatively scheduled for mid-March and expected invitations to go out sometime over the next couple weeks. She said that concepts were being worked on and these would be covered during these meetings and then a public survey period would be opened after a short presentation to City Council.

There was a short discussion on efforts made for the inclusion of minority groups in the survey. Ms. Manning stated that efforts were made to reach out and include several organizations and community members specifically to address this concern and that the process would all be documented in the final deliverable. Mr. Lewis asked if the City felt they did everything they could do to get adequate participation. Ms. Manning said yes, she felt they did. There was a short discussion about this and the overall perception that the process has faced.

Ms. Manning reviewed and recapped the she had not received any other follow-up comments in addition to the following adjustments to present to council: signing of agreement by January, care and cleanup of parks, deposit requirements, facilities use, and a deadline for applications at two weeks in advance.

She said she never received follow-up correspondence from Councilwoman Vitori about the City Council retreat. She asked board members to email her any other
Mr. Lewis felt all members should be in attendance. Ms. Keiffer also said she would prefer a full board present for elections. Mr. Johnson motioned for the election of the Chairman and Vice Chairman to be tabled until the next meeting. None opposed. Motion passed.

Ms. Manning referenced and read the Park Board ordinance regarding the non-voting liaison requirement of the ordinance. Mr. Lewis asked if these were additional members to existing board members. Ms. Manning said yes these would be additional non-voting members. Ms. Keiffer said many of these members were created during the combination of the Tree Commission and Park Board. She explained that there wasn’t very much expertise on the Park Board and the positions were added to make the board more well-rounded.

There was a discussion about if the positions requirement needed changed and there was frustration expressed about trying to find additional members when just now the board was filled with consistent members. Ms. Baden suggested that Jeff McMullin could be invited to apply. Mr. Lewis expressed general frustration about the board and requirements being followed. Ms. Manning distributed copies of the application to board members and asked that they distribute them if they know of qualified candidates. Ms. Keiffer said she still felt like the board could use a member with a recreation background. There was no response. Ms. Manning said she would investigate who might be within the City’s network.

Ms. Keiffer asked if there was a plan for the Earth/Arbor Day event. Ms. Manning’s said she has not heard from Jeff Michell about the event, but regardless of Keep Middletown’s Beautiful’s participation there will be an event and an Arbor Day planting will take place.

She also asked if there was a reason why the City Council liaison was not present and that she said she only remembered Councilwoman Vitori attending two of last years meetings. Ms. Manning said she was unsure of her attendance and would have to check. Ms. Keiffer asked if the same attendance requirements were required for liaisons. Ms. Manning said she would have to investigate it.

Mr. Johnson asked for a reminder of what the attendance requirements were. Ms. Manning said it was her understanding that only three unexcused absences were allowed and more than that would include removal from the board. Mr. Johnson asked if a motion was made at the previous meeting to excuse the new board member. Ms. Manning said she did since staff didn’t find out about the appointment until that morning and didn’t feel that there was sufficient notification given.

Mr. Lewis asked who planted the Transit Station. Ms. Manning said that T.R. Gear completed the installation and that it was a hefty installation. Mr. Lewis said it looks good and the area really need that update.

Mr. Lewis also asked about ethics training for board members. Ms. Manning said that the Law Department was working on organizing that training. He said he felt there were other issues that needed sorted out such as ethics training and end of term recognition processing before non-voting liaisons were worried about.

Ms. Manning notified everyone present of the thank you card for Jason Jones and asked that everyone make time to sign it before the next meeting.

Mr. Lewis asked if Ms. Manning had checked on Mr. Jones’ service years. Ms. Manning said that she did double check and he had been a member for ten years prior to the combination of the Tree Commission and Park Board.

Ms. Manning also shared the events calendar for the city, referencing a previous meetings inquiry and discussion about an event calendar for the City.

Mr. Johnson asked if the Smith Park gate is closed every night. Ms. Manning said that the gates are only closed during Light Up Middletown to her knowledge. He said he thought they were closed every night when it was first installed. Ms. Manning said she was unsure about that, but she did know that all parks are supposed to be closed at dark.

Mr. Johnson also asked about what became of the Old South Park improvements list. Ms. Manning said that the list is being considered and reviewed. That those items will be prioritized and that improvement items like these were being prioritized as part of the Parks Master plan project and she wanted the two to coordinate if possible. She said that all court resurfacings were on that list. She said that the Middletown High School soccer coach had reached out to the City regarding court reuse and this is also being considered as a part of the project as well.

Ms. Keiffer noted that this semester she was working Monday and Wednesday until 6:45 so she may be a little late to future meetings.

Mr. Lewis said he would like a simplification of board processing and a dedicated procedure for when board members leave the board. He said he would be reaching out to the council liaison about the process of Jason leaving. He said he would also like to reach out to council about the upcoming emergence of Brood X
and get information out possibly through the water bill. Ms. Manning said maybe a collaboration could happen with the Parks Master Plan presentation or Earth Day presentation.

Ms. Baden suggested that in the past the City used to also host a dinner, event, for all board and commissions member once a year. Mr. Lewis said he felt this was a great idea. Ms. Baden also asked if a new time and date could be considered, a time earlier in the evening. There was a short discussion about the topic and Ms. Manning suggested that it be discussed at the next meeting when more members were present.

OTHER

None.

ADJOURN

Mr. Johnson motioned to adjourn, Ms. Earl seconded. The meeting was adjourned at 8:20 p.m.

_________________________   ________________
Board Member               Alison Manning –Secretary
# Tree Removal Report

<table>
<thead>
<tr>
<th>Location</th>
<th>Type of Tree</th>
<th>Qty. of Trees Removed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Douglass Park</td>
<td>Mulberry, Elm</td>
<td>2</td>
</tr>
<tr>
<td>Sherman Park</td>
<td>Maple</td>
<td>1</td>
</tr>
<tr>
<td>*Yankee Road</td>
<td>Maple</td>
<td>1</td>
</tr>
<tr>
<td>Smith Park</td>
<td>Mulberry</td>
<td>2</td>
</tr>
<tr>
<td>Old Jefferson school lot</td>
<td>Mulberry, Ash</td>
<td>2</td>
</tr>
<tr>
<td>*727 Eleventh Ave.</td>
<td>Maple</td>
<td>1</td>
</tr>
<tr>
<td>*Long Lane</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>*Brent Dr. at Hood Ave.</td>
<td>Maple</td>
<td>1</td>
</tr>
<tr>
<td>*Breiel median</td>
<td>Honey locust</td>
<td>1</td>
</tr>
<tr>
<td>*dumped at 920 N. Univ.</td>
<td>Spruce</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total Removed</strong></td>
<td></td>
<td><strong>13</strong></td>
</tr>
<tr>
<td><strong>Total Removed Right-of-Way</strong></td>
<td></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>

*fell into right of way

Updated: 2/24/21
Bull’s Run Newsletter
Spring 2021

Bull’s Run Nature Sanctuary and Arboretum is a non-profit volunteer organization located in NE Butler County and serving the surrounding community. We are dedicated to preserving the natural area of Bull’s Run, and strive to develop the park as an environmental facility and educational resource for people of all ages.

Spring Happenings at Bull’s Run Nature Sanctuary and Arboretum

Signs of spring are everywhere! Snowdrops, daffodils and other flowers are emerging from bulbs in gardens, goldfinches are changing from olive drab to cheery yellow, and rain (instead of snow) is falling. Wildflower Walks, free and open to the public, will begin on Sunday, March 28, at 2 pm, with 3 others until the beginning of May. Join fellow enthusiasts for a guided walk to explore the ever-changing forest carpet of colors as the spring ephemerals take advantage of the spring sunshine before the forest canopy develops to shade them. And this spring, Brood X of the periodical cicadas will be emerging.

Other changes are happening, too. Our naturalist, Stephanie McCabe, hired just as the Pandemic was shutting things down last spring, informed the Board of Directors that she was resigning at the end of 2020. As the world moves on past the COVID year, we will slowly return to a new normal. The outdoor experience is still available to explore with social distancing and wearing masks while enjoying nature, since there are many others not from your household also enjoying nature. BRNSA will continue to have its gates open during daylight hours, so get out and explore!

Nancy Clark, President

Note about the Naturalist

We are currently interviewing several applicants for the part-time position of BRNSA Naturalist. The Board of Directors will be making the final decision in early April. Please check our Facebook page and website for the much anticipated announcement. We look forward to hopefully being able to offer Spring Nature Tots by the last week in April through May as the new Naturalist settles in to the job.

Maple Sugar Hike

We were thrilled to have a beautiful sunny day to visit our tapped maple trees on the trail, and had a great turnout as well. Our hike began a journey through the process of collecting sap, to the finished product and the modern, highly regulated grading system of syrup available today. The highlight was tasting the three different grades of syrup and even some maple sugar prepared from sap collected at Bull’s Run.
Spring Wildflower Walk Series

Spring officially begins on March 20 this year, and this marks the beginning of a rainy season with warming temperatures and days growing longer. These cues tell plants it’s time to come out and grow! As the season progresses there is an ever changing variety of beautiful native woodland flowers to see. To enjoy the wide variety of wildflowers, join us at more than one of our Spring Wildflower Walks to spot any of the over 30 different species we have identified at Bull’s Run!

Large flowered trillium – Ohio State Wildflower

Bird Watching at the Arboretum

For birdwatchers, spring is a very exciting time of year. Migration, which is a seasonal movement from one region to another, is happening! Waves of birds, motivated by increasing day length and warmer temperatures, among other factors, travel north in search of food resources and nesting sites. Migrants can travel short, medium, or long distances seasonally.

While necessary, migration is full of hazards, both natural and manmade. Birds exhausted from flying long distances are vulnerable to predators and bad weather. Unfortunately, many birds succumb to obstacles like communication towers and tall buildings, especially when lights are left on, confusing their navigation skills.

There are some simple things you can do to help make your yard an oasis for migrating birds. Start by keeping it wild! Avoid using pesticides and herbicides so the seeds and insects in your yard are safe for birds to consume. Delaying garden clean-up until it warms up in spring, and not removing fallen leaves allows overwintering insects and their eggs to emerge providing food for insect eaters. A source of clean, fresh water would be a welcome sight for weary migrants.

Blue-grey Gnatcatcher

Many species of warblers and other songbirds pass through Ohio on journeys north, while some will stay here and breed.

In our area, late April through May is a good time to get outside and observe.

If you feed birds, you may see an exotic-looking Rose-breasted Grosbeak at your feeder; they love oil sunflower. Ruby-throated Hummingbirds are a beloved and highly anticipated gem of spring, and we can expect them in our area mid to late April or early May. They will readily come to feeders filled with homemade nectar of one part sugar to four parts water. Blue-grey Gnatcatchers are an abundant early migrant, and their high-pitched, squeaky calls are easily recognizable as they flit through the trees. Colorful warblers move around quickly as they search for emerging insects. Spotting them is easier before trees begin to leaf out.

Please join us for our Migrating Bird Walk at Bull’s Run on Saturday, May 8 at 10 am.

If you’d like to learn more about migration, here are a few resources:
www.Allaboutbirds.org is a great website by The Cornell Lab of Ornithology
“A Season on the Wind: Inside the World of Spring Migration” by author and Ohio resident, Kenn Kaufman
www.biggestweekinamericanbirding.com Typically held in-person on the shores of Lake Erie, this year’s festival of migration will be held virtually
Search www.birdwatchersdigest.com for great information on creating bird-friendly habitat in your yard, and on attracting hummingbirds or other favorite species

Rachel Diver, Board Member
Bull’s Run Nature Sanctuary and Arboretum Contributions
Received since the Winter Newsletter

2021 Memberships
Loren Ackerman
David and Janice Adams
Barbara Balsmeyer
Doug Bean
Laird and Janet Becker
Chris and Tom Buchert
Shirley Butts
Cheri Carpenter
Dewitt Chapple
Nancy Clark
Ed and Susan Combs
Ron and Barbara Conley
Jennifer Cupp
Joe and Carolyn DiStaola
Rachel Diver
Don and Judy Dixon
John Dupps
Carol Duricy
Don and Betty Elworth
Lana Ernst
Patricia Gage
Elaine Garver
Bob and Mary Alice Gast
Greg and Dianne Gerber
Cissi Glickfield
Forest and Debbie Grant
Jane Gold
Ed and Rose Grau
LaVerne Hopper
Kenneth Johnson
Ray and Jean Anne Kiefhaber
William King
Brad and Marge Kochunas
Mike and Priscilla Lane
Elizabeth Martin
Heinz and Gisela Matthiesen
Ted and Marcia Miller
Peter Moroz
Jeff McMullen and Barbara Ballard
Terri Mulhall
Larry and Amanda Mulligan
Imogene Orts
Richard and Virginia Palmer
Elizabeth Patterson
Pamela and Loring Pearson

2021 Memberships
Greg and Patty Pratt
John and Jennifer Ridge
Thomas Ritter
Elizabeth Rogers and Ernst Bever
Kathleen Dobrozsi Romans
Jim and Lynnette Schluter
Tom Scott
Judy Shillinglaw
Joan and Glen Shivers
Greg Siewny
Debbie Simpkins
Julie Thomas
John Whittington and Beth Everage
Mary Lou Williams
Breiel Wilson
Miranda Wilson

Fundraising Contribution
Loren Ackerman
Barbara Balsmeyer
Doug Bean
Laird and Janet Becker
Chris and Tom Buchert
Dewitt Chapple
Ron and Barbara Conley
John Dupps, Jr.
Carol Duricy
Patricia Gage
Elaine Garver
Bob and Mary Alice Gast
Greg and Dianne Gerber
Cissi Glickfield
Jane Gold
Forest and Debbie Grant
Ed and Rose Grau
Kenneth Johnson
Brad and Marge Kochunas
Peter Moroz
Imogene Orts
Kathleen Dobrozsi Romans
Joan and Glen Shivers
Greg Siewny
Mary Lou Williams
Breiel Wilson

Facilities Improvement
Joe and Carolyn DiStaola
John Dupps, Jr.
LaVerne Hopper
John and Jennifer Ridge
Julie Thomas

Land Stewardship
Jeff McMullen and Barbara Ballard
Greg and Patty Pratt

Education
John Dupps, Jr.
Jim and Lynnette Schluter

Middletown Community Foundation
John Dupps, Jr.
Ed and Rose Grau

Memorials
Lana Ernst
In loving memory of
Bruce Peters, Jr.
Ray and Jean Kiefhaber
In loving memory of
Ronald Williams
Greg and Patty Pratt
In loving memory of
Ronald Williams
Jim and Lynnette Schluter
In loving memory of
Phyllis DeWeese Morgan
Julie Thomas
In loving memory of
Joseph M. Thomas
Debbie Kopp Simpkins
In loving memory of
Ed Simpkins
Marian Kopp

In Kind
Diver’s – photo contest prize
Mike Wertz – mowed prairie

These contributions were received between 12/5/2020 and 3/15/2021. If our records do not reflect your records, please notify us and we will be sure to include you in our next newsletter where we list new contributions to Bull’s Run Nature Sanctuary and Arboretum. Thank you for your support!
17-year Cicada Invasion

Spring of 2021 is the big one as spring rains approach. May and June will get noisy as Brood X, a group of periodical cicadas that emerge every 17 years, will tunnel out of the ground and take over southwest Ohio and other areas of the eastern United States. Seventeen springs ago, the parents of these cicadas emerged, mated and laid eggs on tree branches over a six-week period. The eggs matured and hatched, then the nymphs dropped to the ground and burrowed underground for 17 years, molting several times (instar stages) as they grew bigger from sucking moisture found in plant roots.

These large insects are not harmful to humans. They are simply going through the noisy stage of their incomplete metamorphosis life cycle. As the wingless nymphs emerge after spring rains soften the soil and soil temperatures reach 64⁰, they will climb a tree trunk and split their exoskeleton in a final molt to transform into winged adults. The males are responsible for the noise as they flex their tymbal muscle causing circular ridged membranes, drum-like organs found in their abdomens, to vibrate. Their “song” attracts the females for mating. The adult stage only lasts a few weeks as they mate and then lay eggs on narrow tree branches.

Cicadas, both annual and periodical, are mostly beneficial. They prune mature trees, aerate the soil, and once they die, their bodies serve as an important source of nitrogen for growing trees. Some fishermen claim they make wonderful bait. The down-side of periodical cicadas is the threat of damage to very young trees as the females insert their ovipositor to lay eggs. Some dogs may have digestive issues if they eat too many of the insects they find on the ground or tree trunks.

Dr. Gene Kritsky, Dean of Behavioral and Natural Sciences at Mount St. Joseph University in Cincinnati, worked in partnership with the Center for IT Engagement (cITe) to create the Cicada Safari app. To join Cicada Safari and help map the 2021 emergence, download the free app from the Apple app store or Google play.

More information about all types of cicadas can be found at https://www.cicadamania.com/

Spring Photo Contest

There are so many spring wildflowers and other signs of nature coming back to life after surviving another winter. We want to see nature through your photos! The only rules are that it must be a subject within Bull’s Run Nature Sanctuary and Arboretum, and that photographers must stay on the trails. Keep in mind that we have plenty of poison ivy monitoring who strays from the trails! The winner will receive a hummingbird feeder, Bull’s Run t-shirt, and a feature in the 2022 Bull’s Run Calendar. Send entries to naturalist@bullsrun.org by 12:00 p.m. on May 31. **Fall Photo Contest prize: BRNSA Shirt, suet feeder and suet cakes. Awarded to Lisa Camden**
Bull’s Run Fundraising Challenges

For the safety of our volunteers and community, our main fundraiser, The Annual Garage Sale, has been postponed for the second year. Programs and workdays are still taking place while maintaining safe distances. As we navigate this challenging time, your support is critical in order to maintain and improve Bull’s Run, as well as offering educational programs to the community. Please join us with your 2021 membership. Additional contributions are most appreciated!

More Ways to Help Bull’s Run

Kroger Community Rewards Program:
Kroger Community Rewards makes fund-raising easy…all you have to do is shop at Kroger and swipe your Plus Card! This will not affect your fuel rewards in any way. We currently have 15 families participating in this program. Will you help, too?

| 1. Sign in to your digital account (or create one). |
| 2. Search for our organization Bull’s Run Nature Sanctuary and Arboretum. |
| 3. Enter our NPO number MX093 |
| 4. Select our organization Bull’s Run Nature Sanctuary and Arboretum from the list and click “Save”. |

Any transactions moving forward using the Shopper’s Card number associated with your digital account will be applied to the program, at no added cost to you. Kroger donates annually to participating organizations based on your percentage of spending as it relates to the total spending associated with all participating Kroger Community Rewards organizations.

2021 Work Days

Spring is on our doorstep, though we keep holding our breath in hopes it doesn’t snow again so we can get out and get planting! We have 5 work days planned for this spring where we need many hands to help us keep the park in great shape for visitors in spring and summer!

As always, that includes removing invasive plants, including honeysuckle and euonymus, so we can make more room for native plants. We will be planting over 50 new native tree and shrub seedlings, along with spreading seeds in newly cleared spaces. Strengthening the biodiversity of the park is helping us rebuild from the loss of so many ash trees over the last decade. Climate change is giving us milder winters, increasing the number of pests, and more rain, making blight and other diseases more common. Adding more variety of plants ensures that the park inhabitants have alternative food sources and shelter in case any single plant species is severely affected again.

We have tools, but we ask you to supply your own mask, work gloves and filled water bottles. So, bring yourself (and friends and family members), and enjoy the return of spring with us. With your help we keep Bull’s Run usable and fun for people and wildlife!
Thanks to all who help keep Bull’s Run an important asset of the community!

- Thanks to all the workday volunteers, both individuals and groups!
- Thanks to Diver’s Garden and Pet Supplies for donating the suet feeder and 2 suet cakes for the prize awarded to Lisa Camden, the 2020 Fall Photo Contest Winner.
- Thanks to Mike Wertz for mowing the prairie so seeds collected last fall have a chance at new growth once they are spread at one of the upcoming spring Work Days.
- Thanks to those who shop at Kroger and have enrolled in their community rewards program, listing Bull’s Run Nature Sanctuary and Arboretum – organization # MX093.
- Thanks to everyone who “likes” us on Facebook and shares events.
- Thanks to everyone who enters a photograph in our contests this year.
- Thanks to Aaron Grant for maintaining our website.
- Thanks to the Grant family for reconditioning the bird feeders and setting them in place for the winter feeding season.
- Thanks to the volunteers filling the feeders with seed to help supplement the diet of the feathered (and furred) winter residents of BRNSA.
- Thanks to everyone who takes the time to pick up litter around the parking lot and along the trails.
- Thanks to all Board members for their enduring support!
- Thanks to Denny Luksic for reconstructing the bulletin board at the front gate.

To everyone who has already made Bull's Run part of their 2021 giving and those who plan to contribute in 2021, we truly appreciate your support!

2021 Membership Form is included in this mailing at the top of page 7 and is also available on the website, if you have not already sent in your contribution. Together we are making a difference!
2021 Membership Form
Tax Deductible

__$40 Family (printed newsletter)  __$30 Family (e-newsletter)
__$30 Individual (printed newsletter)  __$20 Individual (e-newsletter)

$_________ Additional Fundraising contribution
$_________ Contribution to the Endowment Fund with Middletown Community
$_________ Contribution in Honor/Memory of: (Name)
Please send an acknowledgement of this donation to: Name
                                                                                     Address
$_________ Total Enclosed   Check #__________
Membership also payable on website

Name ____________________________________________________________
Address _________________________________________________________
Phone# ( ___ ) __________________________ e-mail __________________________

To volunteer, schedule a program, tour, or speaker for your group,
Contact President, Nancy Clark at 513-368-3233 or email naturalist@bullsrun.org.
For event information visit www.bullsrun.org or our Facebook page.
Mail to Bull's Run Arboretum, P.O. Box 425, Middletown, OH 45042-0425

2021 Spring Nature TOTS
Child-centered, hands-on exploration of nature for children ages 6 months to 6 years
(and their caregivers)!
5-week program, on Mondays 10:00 - 11:30 am (subject to change with new naturalist)
The weeks of April 25, May 3, 10, 17 and 24.
Learn about nature in spring through activities, exploration, crafts and more, and then wrap up your day with a
snack! Sound like fun? Join us to explore nature hands on as the plants and animals come back to life on
Mondays in late April and May, from 10-11:30 a.m. Nature Tots is free and includes all four seasons with a
2021 family membership. Reservations and 2021 family membership required (good for all 2021 Nature
Tots Spring, Summer and Fall). Be sure to dress for the weather, we will be outdoors! Join us for crafts,
games, and exploration.

Call BRNSA at 513-279-8958 or email naturalist@bullsrun.org to register!
*BRNSA 2021 family membership required to participate in this FREE program.
To become a member, visit www.bullsrun.org/membership or fill out the form on page 7.

Many thanks to our current all-volunteer Board of Directors for their leadership,
dedication and hours of service to BRNSA: Nancy Clark, Rachel Diver, Forest Grant, Sarah
Meadows, Shauna Steigerwald and Randy Wilson.
Take a moment to fill out the survey for Middletown City Park System Master Plan that can be found at https://www.cityofmiddletown.org/541/Parks-Master-Plan beginning March 26.

Mark Your Calendars For Upcoming Events

March
27 Work Day 9:30am – 1pm
28 Wildflower Walk – 2 - 3 pm

April
11 Wildflower walk 2-3 Bull’s Run
17 Earth Day Work Day
24 Work Day 9:30am – 1pm
25 Wildflower walk 2-3pm
25 Wildflower Walk @ Armbruster Preserve 4-5pm
26 Spring Nature Tots

May
1 Work Day 9:30am – 1pm
2 Wildflower Walk Bull’s Run 2pm
3 Spring Nature Tots
8 Migratory Bird Walk 10am
10 Spring Nature Tots
15 Work Day 9:30am – 1pm
17 Spring Nature Tots
24 Spring Nature Tots
31 Spring Photo Contest due date

June
20 Summer Tree Walk 2-3 pm

For more information, please visit our website www.bullsrun.org or Facebook page Contact Naturalist, at naturalist@bullsrun.org, to schedule a tour or service project, or speak to your organization or for a program at Bull’s Run. While BRNSA works to fill the naturalist position, former naturalists, Nancy Clark and Sarah Meadows, other Board Members and volunteers will be coordinating events. Please keep checking the website and Facebook for updates on all listed events.
PROJECT LEARNING TREE - OHIO

Project Learning Tree® (PLT) is an environmental education initiative that takes students outdoors to learn and connect with nature in urban, suburban, and rural settings. The program inspires educators and youth leaders to take action for sustainable forests and introduces young people to careers in natural resources. In Ohio, Project Learning Tree is sponsored by the Division of Forestry.

Why Do Educators Love PLT?

- Balanced, non-biased learning experiences
- Early childhood through 12th grade
- Lessons encompassing the total environment -- land, air, water, plants, and animals -- including humans
- Correlated to state and national standards
- Hands-on creative activities teach children how to think, not what to think, about the environment
Dear Tree City Award winner,

The City of Montgomery would like to congratulate you on your prestigious Tree City Award. The past two years have been challenging for everyone, and continuing to showcase your community’s love for forestry should be commended.

The Tree City Awards program had to be cancelled by the City of Sidney in 2020 as well as this year in Montgomery due to Covid-19. In lieu of our annual event, the City of Montgomery and our Beautification & Tree Commission along with support from the Ohio Department of Natural Resources (ODNR) will be hand-delivering an event package to each Tree City Award winner for 2021. This package will contain your Tree City Award, several Montgomery-themed gifts, and gifts from the City of Sidney from last year’s cancelled awards program.

We would like to thank everyone at the ODNR for their continued support of our urban forestry efforts. Without the support of our local government leaders and city support, our forestry work and success would not be possible. We hope our gift box finds you well and enjoying the spring weather. Here is to a healthy and prosperous 2021!

Sincerely,

Terry Willenbrink  
Assistant Public Works Director/City Forester

Mike Rogers  
Public Works Supervisor/City Forester

Aaron B. Kellenberger  
Beautification and Tree Commission Chair
OHIO FORESTS
A RICH & BOUNTIFUL LAND
### Monthly Report for Parks and Grounds Division

**March 2021**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of trees removed/planted</td>
<td>8</td>
</tr>
<tr>
<td>Number of trees trimmed</td>
<td>6</td>
</tr>
<tr>
<td>Brush/limbs removed</td>
<td></td>
</tr>
<tr>
<td>Playground equipment repaired</td>
<td>8</td>
</tr>
<tr>
<td>Litter picked up</td>
<td>294.5 hrs.</td>
</tr>
<tr>
<td>Special Events</td>
<td>28 hrs.</td>
</tr>
<tr>
<td>Splash pad maintenance</td>
<td>0 hrs.</td>
</tr>
<tr>
<td>Treatment with pre-emergent/herbicides</td>
<td>16.5 hrs.</td>
</tr>
<tr>
<td>Flowerbed maintenance</td>
<td>81.5 hrs.</td>
</tr>
<tr>
<td>Mower Inspector</td>
<td>51 hrs.</td>
</tr>
<tr>
<td>Snow removal-related activities</td>
<td>11 hrs.</td>
</tr>
<tr>
<td>Mow with arm tractor or batwing</td>
<td>5 hrs.</td>
</tr>
<tr>
<td>COVID-19 activities</td>
<td>18 hrs.</td>
</tr>
</tbody>
</table>
Which date and time best work for you?

Answered: 7  Skipped: 0

![Bar chart showing the distribution of answers]

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd Monday of the month at 7 p.m.</td>
<td>28.57%</td>
</tr>
<tr>
<td>3rd Monday of the month at 5 p.m.</td>
<td>28.57%</td>
</tr>
<tr>
<td>21st Tuesday of the month at 5 p.m.</td>
<td>28.57%</td>
</tr>
<tr>
<td>3rd Tuesday of the month at noon</td>
<td>14.29%</td>
</tr>
<tr>
<td>Other (please specify)</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
</tr>
</tbody>
</table>
Which time frame of the day works best for you during the weekday?

Answered: 7  Skipped: 0

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>8am-12</td>
<td>28.57%</td>
</tr>
<tr>
<td>12-4pm</td>
<td>14.29%</td>
</tr>
<tr>
<td>4pm-5pm</td>
<td>0.00%</td>
</tr>
<tr>
<td>5pm-6pm</td>
<td>28.57%</td>
</tr>
<tr>
<td>6pm-7pm</td>
<td>14.29%</td>
</tr>
<tr>
<td>7pm-8pm</td>
<td>14.29%</td>
</tr>
<tr>
<td>Other (please specify)</td>
<td>Responses 0.00%</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
</tr>
</tbody>
</table>
What time and dates are you not available during the month?

Answered: 7    Skipped: 0

<table>
<thead>
<tr>
<th>ANSWER CHOICES</th>
<th>RESPONSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>See Comment Box</td>
<td>14.29%</td>
</tr>
<tr>
<td>Please comment here</td>
<td>85.71%</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
</tr>
</tbody>
</table>
Showing 6 responses

- **Monday/Wednesday/Friday**
  - 4/12/2021 2:08 PM
  - View respondent’s answers

- **I work 4 ten hour days during the week; my week day day off varies. I’m on call every 4th weekend starting May 1.**
  - 4/12/2021 2:06 PM
  - View respondent’s answers

- **Not available m/w until 7.**
  - 4/12/2021 11:38 AM
  - View respondent’s answers

- **Third Tuesday of the month at 4 pm**
  - 4/12/2021 8:59 AM
  - View respondent’s answers

- **I’m open anytime**
  - 4/12/2021 8:39 AM
  - View respondent’s answers

- **1st and 3rd Tuesday evenings, 1st and 3rd Monday evenings, Third Thursday evening, Wednesday evening for the next six weeks.**
  - 4/10/2021 2:47 PM
  - View respondent’s answers

**TOTAL**
Middletown Park Board Activities

ODNR’s Tree Commission Academy
Brood X
Earth/Arbor Day Celebration
Arbor Day Proclamation
Tree City USA Award
The Ohio Division of Forestry created Tree Commission Academy (TCA) to provide formal training to volunteer tree commissioners, public managers, and elected officials in Ohio.

TCA: a series of 4 classes that helps local volunteers and decision-makers understand the basics of urban forestry and their role in public resource management.

TCA’s objective is to produce comfortable, confident, and knowledgeable "graduates" capable of helping their community effectively meet its urban forestry mission.

More information about the classes can be found here: Tree Commission Academy
Brood X: 17- year Cicada Invasion (May/June)

• Wingless nymphs emerge after spring rains soften the soil and soil temperatures reach 64⁰.
• They will climb a tree trunk and split their exoskeleton in a final molt to transform into winged adults.
• Males are responsible for the noise as they flex their tymbal muscle causing circular ridged membranes to vibrate.
• The adult stage only lasts a few weeks as they mate and then lay eggs on narrow tree branches.

Benefits
• Prune mature trees
• Aerate the soil
• Dead insects serve as nitrogen for growing trees
• Some fisherman claim they make a wonderful bait

Disadvantages
• Threat of damage to young trees
• Some dogs may have digestive issues if they eat too many they find on the ground

There’s an app for that…. help map the 2021 emergence

Cicada Safari

More information about all types of cicadas can be found at https://www.cicadamania.com/
Earth Day/Arbor Day Celebration

April 24th, 8:00 -12:00

Keep Middletown Beautiful and city staff are coordinating volunteers with neighborhoods to continue the successful series of annual projects and neighborhood clean ups in Middletown

Focusing on:
- Neighborhood litter clean up
- Sign and cover painting
- Coordinated ROW tree trimming
- River clean up
- Park clean ups

Sign up HERE or contact Jeff Michel: jeffmi@cityofmiddletown.org

More information about the event can be found at https://keepmiddletownbeautiful.org/
Tree City USA

Tree City USA is an Arbor Day Foundation program in cooperation with the U.S. Forest Service, Urban Community Forestry, and National Association of State Foresters.

14th year as a Tree City USA
3rd Growth Award

Four Standards for Tree City USA Recognition

• Standard 1: A Tree Board or Department
• Standard 2: A Tree Care Ordinance
• Standard 3: A Community Forestry Program With an Annual Budget of at Least $2 Per Capita
• Standard 4: An Arbor Day Observance and Proclamation

More information about the program can be found here: Tree City USA
WE WANT TO HEAR FROM YOU!

Public Input Survey
Help us with Middletown’s Parks Master Plan!

CHAPTER 268: PARK BOARD

Section

268.01 Structure.
268.02 Duties.

CROSS REFERENCES
Composition - see CHTR. Art. V, § 3
Department of Public Service - see ADM. Ch. 226
Parks - see S.U. & P.S. Ch. 1070
City swimming pools - see S.U. & P.S. Ch. 1076

§ 268.01 STRUCTURE.

The Park Board is created by Article V, Section 3 of the Charter of the City of Middletown. The Charter establishes five members on the Park Board to be appointed by City Council for five year terms. The qualifications and duties of these members are to be determined by City Council. This section is adopted to complement the Charter and is intended to be consistent with the Charter.

(a) The Park Board shall consist of five voting members appointed by City Council. In appointing these members, City Council will endeavor to maintain at all times: one member who has some expertise or training in the planting, growth, and care of trees, and one member who has expertise or training in the construction and/or maintenance of building structures.

(b) The duly appointed members of the Park Board shall, beginning January 1, 2014 select three persons to serve the Park Board as non-voting liaisons. These liaisons shall be appointed for terms of three years. The initial appointments to these liaison positions shall be for terms of two, three, and four years to assure that the terms are staggered. One of the liaisons shall be either a certified arborist, possess a post-secondary degree in botany or be similarly trained and qualified in tree care. One of the liaisons shall possess specific education or experience in the maintenance of building facilities. One of the liaisons shall possess specific education or experience in the field of recreation. These qualifications shall be met to the satisfaction of a majority of the members of the Park Board. The liaisons are not required to be residents of the City.

(c) In addition to the liaisons selected by the Park Board members, the Executive Director of Keep Middletown Beautiful shall be a non-voting liaison to the Park Board.
(d) The Park Board shall meet as needed, but no less than six times in each calendar year.
(Ord. O2013-26, passed 5-7-2013)

§ 268.02 DUTIES.

The Park Board shall act as an advisory board to the City in the following areas:

(a) The operation and maintenance of public playgrounds, playfields, and other recreation areas and facilities owned by the City;

(b) The operation of recreation programs by the City; and

(c) All matters relating to urban forestry in the City, and to make recommendations to the City Council for the development of programs to promote an urban forestry program.

(Ord. O2013-26, passed 5-7-2013)
Earth/Arbor Day
Clean Up

April 24
8:00 - 12:00

For volunteer information check out: www.keepmiddletownbeautiful.org
July Township Update

New Administration and Police Substation Facility
NOW OPEN

The Liberty Township Board of Trustees are excited to announce that the new Administration Building and Police Substation is complete at 5021 Winners Circle Drive along State Route 747 between Princeton and Milikin Roads. The new 15,000-square-foot facility opened on July 9 and houses the Township Administration team which includes personnel in planning and zoning, finance, economic development, marketing and administration. The Liberty Township Police Substation, operated by the Butler County Sheriff’s Office, is also part of the new facility. Read the complete press release.

Parks & Recreation News

New Storywalk Installed: Liberty Township and the MidPointe Library System have partnered together on a 16-panel storywalk (frames displaying storybook pages) at Fort Liberty Playland. The storywalk begins just past Fort Liberty's playground and continues for a third of a mile down the walking path towards Reserves Park. The first featured book is "What a Treasure!" by Jane and Will Hillenbrand; the book will change every few months. This project was funded in part through a federal institute of Museum and Library Services LSTA grant awarded by the State Library of Ohio.

First Friday Yoga - August 7 at 6:00 p.m. Enjoy a free, 60-minute yoga class in the beautiful setting of Dudley Memorial Park. Please bring your own mat. Participants must be ages 12 & up. No pre-registration required.

Tree Walk - August 15 at 10:00 a.m. Take a guided tour to learn about the native trees of Southwest Ohio.
### Special Event Application

This application and resulting permit reflects the agreed upon and intended use of City and/or public right of way property. The completed application must be submitted at least 30 days prior to the event to receive approval. Certificate of Insurance should be submitted 21 days prior to the event to receive approval. Application fee must be submitted with the application.

Additional permits may be required for specific features of an event, such as fireworks, tents, structures, etc. The need for supplemental permits will be noted throughout the application.

**A comprehensive site plan must accompany this application.**

### Section 1 – Applicant Information

| Name of Applicant (must be on site during the event) |
| Phone Number | Cell Phone Number | Fax Number |
| Business Address | City | State | Zip |
| E-Mail Address for Correspondence |
| Corporation/Organization Name |
| Has this event been held in the past? Yes No |

### Section 2 – Event Information

| Name of Event |
| Event Date(s) and Hours Each Day |
| Set-up Date(s)/Hours | Take Down Date(s)/Hours |
| Location of Event/Address |
| Sponsors of the Event |
| Event Category |

- [ ] Private
- [ ] Profit/Business
- [ ] Free Speech
- [ ] Non-Profit - 501(C)3 submit designation paperwork
- [ ] Non-Profit – Community Service Groups/Organizations/Clubs with no 501(C)3
- [ ] Other: ____________________________________

| Brief Description of Event (Include Event Layout) |
| Anticipated Daily Attendance |
### Section 3 – Event Features

<table>
<thead>
<tr>
<th>Question</th>
<th>Options</th>
<th>Notes/Notes/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Will a fee be charged for this event?</td>
<td>Yes No</td>
<td></td>
</tr>
<tr>
<td>Will food/beverages be sold?</td>
<td>Yes No</td>
<td>If yes, you will need a food service permit. For more information, call the Health Dept. at 513-425-1818.</td>
</tr>
<tr>
<td>What type of advertising/promotion will be done prior to the event?</td>
<td>Yes No</td>
<td>Please attach all promotional material.</td>
</tr>
<tr>
<td>Will signs/banners be placed in the Right-of-Way?</td>
<td>Yes No</td>
<td>Note: the Right-of-Way is typically the area between the street and back of walk. If yes, you will need to apply for a Temporary Sign Permit from Paving &amp; Zoning at 513-425-7922.</td>
</tr>
<tr>
<td>Will public parking lots be utilized?</td>
<td>Yes No</td>
<td>Location:</td>
</tr>
<tr>
<td>Will the event include any of the following? (Indicate on site plan)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fireworks</td>
<td>Yes No</td>
<td>Note: Fireworks must be done by a State of Ohio licensed Pyrotechnician, who must provide State permit forms for approval by the Fire and Police Chiefs. The organizer shall supply insurance information. The Fire Marshall is required to be present at the expense of the event organizer. For more information, please call the Fire Dept. at 513-425-7996.</td>
</tr>
<tr>
<td>Tents or canopies</td>
<td>Yes No</td>
<td>If yes, you will need to apply for a Tent Permit from Building Inspection, and comply with applicable Fire codes.</td>
</tr>
<tr>
<td>Open Flames or Cooking</td>
<td>Yes No</td>
<td>If yes, describe:</td>
</tr>
<tr>
<td>Temporary Fencing</td>
<td>Yes No</td>
<td>Explain:</td>
</tr>
<tr>
<td>Available restroom facilities</td>
<td>Yes No</td>
<td>Note: The event organizer is responsible for maintenance, damage, and supplies for public restrooms or obtaining portable restrooms.</td>
</tr>
<tr>
<td>Amplification (speakers, sound systems, etc.)</td>
<td>Yes No</td>
<td>Note: Please maintain reasonable sound levels to avoid disturbing other park users or neighbors.</td>
</tr>
<tr>
<td>Signs/Banners staked into the ground?</td>
<td>Yes No</td>
<td>Explain:</td>
</tr>
<tr>
<td>Water Service</td>
<td>Yes No</td>
<td>Explain:</td>
</tr>
<tr>
<td>Carnival/Amusement/Inflatable Rides</td>
<td>Yes No</td>
<td>Note: Questions regarding rides at your event, please contact Building Inspection at 513-425-7973 and Fire at 513-425-7996. It is the event organizer’s responsibility to have all applicable permits or licensing from the Ohio Dept. of Agriculture for inflatable rides. For more information, please contact Ohio Dept. of Agriculture, Amusement Ride Safety, 8995 East Main St., Reynoldsburg, OH 43068, (614) 728-6280 or email at <a href="mailto:ridesafety@agri.ohio.gov">ridesafety@agri.ohio.gov</a>.</td>
</tr>
<tr>
<td>Electrical services/Generators</td>
<td>Yes No</td>
<td>If yes, you will need to apply for an Electrical Permit from Building Inspection.</td>
</tr>
<tr>
<td>Showmobile</td>
<td>Yes No</td>
<td>Note: The Showmobile may be used for special events held within the City or within a 10-mile radius. All requests to use the Showmobile must be approved by Public Works. A security deposit and certificate of insurance are required to secure reservation. For more information and to request a contract, contact Public Works at 513-425-1897.</td>
</tr>
<tr>
<td>City Building</td>
<td>Yes No</td>
<td>If yes, please explain</td>
</tr>
</tbody>
</table>

If the event is on City property, please list additional needs (trash containers, electric service, picnic tables, bleachers, etc.):
### Section 4 – Sports Facilities/Parks

Does the event propose using any of the following?

Note: Generally, permits **will not** be granted during regularly scheduled sports seasons as blocked out by Youth Sports Organizations that have a license agreement with the City of Middletown for a specific facility.

<table>
<thead>
<tr>
<th>Facility</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goldman Park Softball Diamonds</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Smith Park Soccer Fields</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Dixie Heights Baseball Diamonds</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Other field or diamond</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

Name(s): ____________________________

Will concessions be required? Yes No

Will a gate/entrance fee be charged for event? Yes No

If yes, how much?

Will dumpster usage be required? Yes No

If no, explain how trash will be disposed of:

Will field maintenance be required? Yes No

Will restrooms be required? Yes No

**If facility is under a license agreement, concessions will be provided by the licensed Youth Sports Organization. Field maintenance fees will be waived when concessions are provided by licensee. Otherwise, the field maintenance fee shall be $200 per event.**

Section 5 – Transportation

Does the event propose using, closing or blocking any of the following?

Note: Permits will not be granted to close local, collector, or arterial streets. Exceptions may be made on cul-de-sacs or dead-end streets where traffic flow is minimally impacted, and for large-scale City events.

<table>
<thead>
<tr>
<th>Street Event</th>
<th>Type III Barricades</th>
<th>Min. 150'</th>
<th>ROAD CLOSED with Section 5 – Transportation</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>City Streets</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If yes, see Traffic Control Guidelines below</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City Sidewalks</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multiuse Paths</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Public Parking Lots</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

**TRAFFIC CONTROL GUIDELINES**

*For Large-Scale City Events:*

Please list the proposed street closures. If additional closures are needed (parade routes, etc.), please attach separately.

<table>
<thead>
<tr>
<th>Location (a):</th>
<th>Time (from)</th>
<th>(to) am/pm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location (b):</td>
<td>Time (from)</td>
<td>(to) am/pm</td>
</tr>
<tr>
<td>Location (c):</td>
<td>Time (from)</td>
<td>(to) am/pm</td>
</tr>
<tr>
<td>Location (d):</td>
<td>Time (from)</td>
<td>(to) am/pm</td>
</tr>
</tbody>
</table>

Please attach a detailed traffic control plan with a diagram of all traffic control devices needed and detour routes. This plan will be reviewed by the Engineering Department to ensure that it meets the requirements of the Ohio Manual of Uniform Traffic Control Devices (OMUTCD).

Traffic Control Plan Attached? Yes No

*For Cul-de-Sac/Dead-End Closures:*

Please list the proposed street closure:

<table>
<thead>
<tr>
<th>Location:</th>
<th>Time (from)</th>
<th>(to) am/pm</th>
</tr>
</thead>
</table>

Road closures for special events requiring detours should be installed by our IMSA certified personnel in our Public Works Department. Outside of normal hours an overtime fee will be charged. If it is permissible for the applicant to be responsible for the installation and removal of traffic control devices, equipment used must be compliant to the Ohio Manual of Uniform Traffic Control Devices (OMUTCD). These can be obtained from a commercial traffic company or may be borrowed from the Public Works Department, if available. All materials on loan from Public Works require a refundable deposit of $300. The event organizer may arrange to have the devices dropped off on-site during normal business hours and picked up after the event. For further information, please contact Public Works at 425-1897. Traffic control arrangements must be made at least 21 days prior to the event.

Road closures must be removed at the approved end time of the event. No closures shall remain overnight. All traffic control is subject to City inspection, and if found to be inadequate, could result in termination of the event. Event organizers must adhere to the approved Traffic Control Plan. No alterations may be made to the traffic control unless approved by City staff.
Section 6 – Police Officers

Are you hiring off-duty police officers for security or parade escort? Yes No
If yes, number of personnel requested:
Explanation:

For further information about hiring police officers, please call Police Administration at 513-425-7756.

Will private security be hired for the event? Yes No

Company

Contact name and phone

Section 7 – Certification

I certify the facts set forth in the Special Events Permit Application are true and complete to the best of my knowledge. I authorize the City of Middletown to investigate my background, or the background of any person or entity named in the application. The City of Middletown is hereby authorized to make any investigation of information provided in this application. The undersigned represents, stipulates, contracts and agrees, for themselves and the organization stated above, that they and said organization, jointly severally will indemnify and hold the City of Middletown harmless against liability for any and all claims for damages to property or injury to, or death of persons arising out of or resulting from the issuance of the permit or the conduct of the parade or participants.

Applicant Signature: ____________________________________________________

Note: Approved application must be available during event for inspection.

Appendix A – Fee Schedule

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee (non-refundable) *Must be submitted with the application</td>
<td>$25.00 – 30 days before event; $50 – 3 weeks before event; $100 – 2 weeks before event; $150 – 1 week before event</td>
</tr>
<tr>
<td>Food Service Permit (Section 3)</td>
<td>$39.00/day (19.50/day for a Non-Profit 501c3)</td>
</tr>
<tr>
<td>Tent Permit (Section 3)</td>
<td>$51.50</td>
</tr>
<tr>
<td>Showmobile Rental (Section 3)</td>
<td>Deposit (Refundable): $250 One Day Event/$500 Overnight Event Rental Fee: $550 Within the City of Middletown, $750 for Cities of Franklin, Trenton, Monroe including Madison and Lemon Twps. $1,000 for Other Events with the Director of PW&amp;U Consent NOTE: Any overtime costs resulting from after-hour or weekend work will be billed to the borrower at the City’s current rate.</td>
</tr>
<tr>
<td>Electrical/Generator Permit (Section 3)</td>
<td>$85.85</td>
</tr>
<tr>
<td>Field Maintenance Fee (Section 4)</td>
<td>$200 (fee may be waived if facility is under license agreement and concessions provided by youth sports licensee)</td>
</tr>
<tr>
<td>Road Closure/Detour Barricades (Section 5)</td>
<td>$300 deposit (refundable) + personnel overtime charges if required to be set up/removed after normal business hours (7:30 AM to 3:30 PM Monday thru Friday) – 3 hour callout minimum.</td>
</tr>
<tr>
<td>Off-duty police officers for security or directing traffic (Section 6)</td>
<td>$40.00 for Security Detail/$45.00 for Traffic Related Detail</td>
</tr>
<tr>
<td>Temporary Sign Permit (Section 3)</td>
<td>$30.00 for Temporary Sign Permit</td>
</tr>
<tr>
<td>Trash Removal/Damaged Trash Can Fee</td>
<td>$25 fee per trash can with any amount of unemptied trash; $50 fee per missing and/or damaged trash can; Event Organizer will be responsible for any excessive ground trash left after the event. Clean-up cost will be Hourly Rate x Hours.</td>
</tr>
</tbody>
</table>
The City of Middletown hereby grants to:

___________________________________________
___________________________________________
___________________________________________
___________________________________________

hereinafter the “Grantee” permission to use certain City property for the purposes set forth in the Special Event Permit Application, attached hereto, which is made a part of this Permit.

This permit is granted subject to compliance with the terms and conditions and restrictions set forth herein, including those in the Special Events Permit Application, to the extent not set forth herein.

1. The Grantee agrees that all City property will be used in such a way as to maintain the integrity and character of the property. The property will be restored to its original condition upon the expiration of this Permit by the Grantee, including the removal of all structures, vehicles, utilities, appurtenances and debris.

2. At all times during the term of this Permit, the City shall have the right of inspection to determine compliance with federal, state and local laws, and the requirements of this Permit. Upon notification of a violation, the Grantee shall promptly take corrective action satisfactory to the City. Failure to take corrective action in the time and manner specified by the City may result in revocation of this Permit by the City.

3. All uses and activities conducted by the Grantee under the terms of the Permit shall comply with all federal, state and local laws.

4. The Grantee shall hold the City harmless and indemnify the City from and against any and all claims, demands and damages for injuries to persons including death or property and all direct costs and expenses associated therewith, including attorney fees, arising out of or resulting from the issuance of this Permit, to the extent caused by the act or omission of the Grantee, their agents, employees or contractors.

5. The Grantee hereby releases the City from any and all liability resulting from injuries to persons or property of the Grantee not caused by the negligent acts omissions of the City.

6. The term of this Permit shall be from _______________ on _______________, 20___ through _______________ on _______________, 20__

7. The Grantee agrees to provide proof of general liability insurance with limits of liability of not less than one million dollars ($1,000,000) per occurrence and/or aggregate combined single limit covering personal injury, bodily injury, and property damage in the form of a certificate of insurance at least ten days prior to the effective date of the Permit. The City of Middletown shall be listed as an additional insured on the policy.

8. If the special events include a fireworks display, the Grantee must:
   a) obtain the written permission of the City signed by the City Manager and the Chief of the Division of Fire;
   b) obtain the services of a licensed pyrotechnician (State of Ohio) to set off the fireworks;
   c) comply with Ohio Revised Code § 3743.54, and all other federal, state and local laws regarding fireworks displays; and
   d) comply with all National Fire Protection Association standards regarding fireworks displays.

9. The sale or service of beer, wine or other alcoholic beverages is not permitted on City property under this Permit, unless the Grantee has obtained:
   a) written permission from the City signed by the City Manager and the Chief of the Division of Police; and
   b) the appropriate liquor permit from the State of Ohio under Ohio Revised Code Title 43.

CITY OF MIDDLETOWN

By: ____________________________
   Public Works & Utilities Director

GRANTEE

By: ____________________________