

FAIRFIELD PARKS AND RECREATION BOARD

MINUTES

MAY 17, 2016

The monthly meeting of the Fairfield Parks and Recreation Board was conducted on Tuesday, May 17, 2016, at the Fairfield Community Arts Center. Chair Doug Meece called the meeting to order at 6:02 PM. Board Members in attendance were: Dean Bruewer, Doug Meece, Dennis Miller, Bob Myron, Debbie Pennington and Billy Smith. Board Member Dale Paullus was excused from the meeting. Staff members in attendance were James Bell, Parks and Recreation Director and Brad Williams, Operations Coordinator. Also in attendance was Alex Maier, Cincinnati Off Road Alliance (CORA) Mountain Bike Club representative.

COMMENTS FROM THE AUDIENCE: None

MINUTES FROM THE PREVIOUS MEETING: The April 2016 meeting minutes were approved as written.

REPORT FROM THE DIRECTOR:

Summer Meeting Schedule: Jim Bell presented the “off-site” summer meeting schedule for the Board’s consideration. The summer meeting schedule is as follows: Tuesday, June 21st, Elisha Morgan Mansion at Gilbert Farms Park; Tuesday, July 19th, William Harbin Park; Tuesday, August 16th, Fairfield Greens North Trace/Fairfield Aquatic Center; and Tuesday, September 20th, Thomas O. Marsh Park. The Board concurred with the summer meeting schedule.

Volunteer Appreciation Dinner: Jim Bell reminded the Board of the Volunteer Appreciation Dinner which will be held on Friday, June 10th, 7 PM – 10 PM, at the Fairfield Aquatic Center. The theme of the dinner will be a Hawaiian Luau. Mr. Bell stated that the Volunteer Appreciation Dinner had out-grown the Community Arts Center.

Harbin Park Master Plan Project/Public Input Session: Jim Bell reminded the Board of the June 14th public input session regarding the Harbin Park Master Plan project. The public input session would be conducted at Harbin Park from 7 PM to 9 PM that evening.

Executive Session Request: Jim Bell requested an executive session at the conclusion of the regular meeting for the consideration of appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official and for the purchase of property. It was moved and seconded and a roll call vote was conducted, the motion passed unanimously.

Memorandum of Understanding/Marsh Park Project: Jim Bell reviewed a draft of the proposed Martin Marietta/City Memorandum of Understanding in regards to the reclamation and transfer of property associated with the Marsh Park project.

Parks and Recreation Board Re-Organization: Jim Bell reminded that Board that at the May meeting, the Board was required to re-organize itself, with the election of Chair, Vice-Chair, Planning Commission Representative, Secretary and Ad Hoc Chairs. Mr. Bell would have the Re-Organization as an agenda item for the May meeting.

REPORTS OF AD HOC COMMITTEES:

City Council Update: Debbie Pennington reported that at the May 9th meeting of City Council, the Mayor honored David Groh for his lifesaving efforts when his father, Peter Groh, had a medical emergency at home. Mrs. Pennington reported that the Mayor presented proclamations to the Fairfield Post Office Letter Carriers for its food drive effort and the Fairfield Relay for Life organizers. Mrs. Pennington also reported on City Council's funding action for the golf course cart path repairs and success of the Village Green Farmers Market.

Planning Commission Update: Bob Myron reported that at the last Planning Commission meeting, the Commission had finalized the Starbucks project in the Stockton Station and forwarded the Commission's recommendations to City Council. Also, the Burger King Restaurant construction (Gilmore Road/Cincinnati Mall) was proceeding slowly.

School Board Update: Billy Smith reported that the High School graduation was scheduled for May 28th at the Xavier University's Cintas Center; there were 780 graduating seniors in this year's class. Mr. Smith commented that the High School Prom and After-Prom had been a success and without incident. Mr. Meece asked how the District's Medical Center had been received; Mr. Smith commented that the District was still challenged in getting full engagement from the students which needed the services.

Environmental Commission Update: Jim Bell reported that the Environmental Commission had a very busy schedule over the last two months; the EC participated in the Tree City USA annual awards luncheon (April 22nd), the Earth Day celebration at Huffman Park (April 22nd), the tree seedling give-away at the Village Green Farmers Market (April 27th), the Arbor Day celebration at Huffman Park (April 29th), the Izaak Walton League Children's Tree Planting program at Huffman Park (April 29th) and the tree seedling give-away at the Home Expo (May 14th).

Cultural Arts Advisory Commission Update: Jim Bell distributed and reviewed the 2016 Village Green summer event schedule with the Board.

Golf /Aquatics Ad Hoc Committee: Doug Meece reported that the committee met today and the course management team was successfully implementing the 2016-2020 Recreation Facilities Business Plan and completing projects (#1 golf cart path/drainage project, phase 3 irrigation project, and the maintenance building renovation project), along with preparing the aquatic center for its opening on May 28th.

Brad Williams briefed the Board on the upcoming golf cart lease agreement; proposals are being solicited. The current agreement (2012-2016) expires in December. The new agreement would mirror the current agreement and proposals are being solicited from E-Z-GO, Club Car and Yamaha golf cart vendors.

Although not golf or aquatics related, Mr. Williams briefed the Board on the upcoming Marsh Park Introduce Youth to Fishing program and tournament on May 28th. The family of Nicholas Olivas annually sponsors the program in memory of CPL. Nicholas H. Olivas who was killed in action while serving in the United States Army in Afghanistan in 2012.

OLD BUSINESS:

Quarterly Financial Reports: Doug Meece requested that staff resume presenting quarterly financial reports, beginning second quarter 2016, in regards to the Recreation Facilities Fund and the Recreation Activities Fund (enterprise accounts). Mr. Bell stated that monthly reports are generated, so staff would compile quarterly reports for the Board's review.

City-Wide Ethics Policy: Dean Bruewer stated that he had not received a copy of the City-Wide Ethics Policy (General Administrative 1-5), due to his absence at the April Meeting. Mr. Bell stated that a copy of the policy would be forwarded to Mr. Bruewer.

Memorandum of Understanding/Marsh Park Project: Dean Bruewer requested a copy of proposed Martin Marietta/City Memorandum of Understanding which was discussed at the April meeting. Jim Bell stated that there was not document and the discussions at the April meeting were for informational purposes for the Board since the City and Martin Marietta are still in on-going discussions in regards to the reclamation and transfer of property associated with the Marsh Park project.

NEW BUSINESS:

Parks and Recreation Board Re-Organization: The Board discussed its re-organization and it was moved and seconded to reorganize as follows:

Chair – Doug Meece

Vice Chair – Bob Myron

Secretary – Cyndi Kreke

Planning Commission Representative – Bob Myron

Ad Hoc Environmental Commission Liaison – Dean Bruewer

Ad Hoc Cultural Arts Advisory Commission Liaison – Denny Miller

Ad Hoc Golf Course/Aquatics Committee Liaison – Doug Meece

The motion was approved unanimously.

Food Pantry 5K Run/Walk: Dean Bruewer thanked the Parks and Recreation staff for their assistance in the recent Food Pantry 5K Run/Walk. Mr. Bruewer stated that the “first year” event had 180 participants and raised needed funds for the Fairfield Food Pantry. Mr. Bruewer stated that he and the Food Pantry were appreciative of the allowance of placing donation barrels at the various parks and recreation events (summer concerts, holiday programs, etc.).

Mr. Bruewer commented on the recent Journal News article regarding the renovations at Miami Chapel Cemetery. Mr. Bruewer relayed that he had a potential Eagle Scout candidate who may be interested in a parks project. Mr. Bell asked that the scout contact him directly to discuss his ideas.

COMMENTS FROM THE AUDIENCE: Alex Maier, CORA Mountain Bike Club representative, commented that he was attending the Board meeting as part of CORA’s new initiative to attend representative Parks and Recreation Board meetings of districts which housed mountain bike trails. Mr. Maier commented that there was a CORA Board meeting this week and he would report back on the Harbin Park renovation project. Jim Bell requested that Mr. Maier remind the CORA Board of the Harbin Park Master Plan Public Hearing on June 14th, along with the public input survey that was currently on-line and asked that Mr. Maier share with other CORA members to participate in the survey.

EXECUTIVE SESSION: The Board recessed into executive session for the matters stated above during the Director’s report.

The meeting was reconvened and adjourned at 7:10 PM. The next regular meeting of the Board is scheduled to be held on Tuesday, June 21, 2016, at 6:00 PM, at the Elisha Morgan Mansion/Gilbert Farms Park.

Cyndi A. Kreke,
Secretary