

## **FAIRFIELD PARKS AND RECREATION BOARD**

### **MINUTES**

**TUESDAY AUGUST 19, 2014**

The monthly meeting of the Fairfield Parks and Recreation Board was conducted on Tuesday, August 19, 2014 at the Marsh Park Fishing Lake. Chair Doug Meece called the meeting to order at 6:00 PM. Board Members in attendance were: Bob Breen, Doug Meece, Bob Myron, Debbie Pennington, Craig Keller, Billy Smith and Rodney Spencer. Staff members in attendance were James Bell, Parks and Recreation Director; Robert Schappacher, Facilities/Operations Manager; Brad Williams, Operations Coordinator and Cyndi Kreke, Secretary. Also in attendance were: residents Marc Conter and Tina Conter, Eric Robinette and Greg Lynch, Journal News reporters/photographers.

**COMMENTS FROM THE AUDIENCE:** None

**MINUTES FROM THE PREVIOUS MEETING:** The July 2014 meeting minutes were approved as written.

#### **REPORT FROM THE DIRECTOR:**

**Village Green Park Smoking Issue:** Jim Bell referenced the email received by the Board from Councilman Chad Oberson regarding the Cincinnati Park District's smoking policy for Washington Park. Mr. Bell stated that staff was continuing to research the issues related to prohibition and/or enforcement and would present their findings to the Board at the September meeting; as requested. The Board briefly discussed the sensitivity of this issue and insuring that if any action is taken then the policy is enforceable.

**Comprehensive Parks and Recreation Master Plan Update:** Jim Bell informed the Board that the Eppley Institute for Parks and Public Lands/Indiana University team was on site August 12<sup>th</sup> and 13<sup>th</sup> to begin the parks/facilities needs assessment phase of the master plan process. Mr. Bell stated that the Eppley Institute had set several bench marks for the completion of the Comprehensive Master Plan, including: August 25<sup>th</sup>/collection of data ends, September 19<sup>th</sup>/ needs assessment data review with Fairfield, October 3<sup>rd</sup>/draft report to Fairfield, November 7<sup>th</sup>/draft review and comments phase, and December 4<sup>th</sup>/final report published. The Eppley Institute will make a formal presentation to the Parks and Recreation Board and the City Council at a joint meeting; time and date to be determined.

**CAPRA Update:** Jim Bell thanked the Board for their participation in the stakeholder interviews and their attendance at the meet/greet for the NRPA/CAPRA accreditation visitors team. The team concluded their accreditation visit on Friday, July 25<sup>th</sup>. The next step in the accreditation process will occur on October 13<sup>th</sup> at the NRPA National Conference, when the Department's accreditation hearing is scheduled with the CAPRA Executive Committee. Jim Bell, Brad Williams and Andre Pichely (Visitation Team Chair) will represent the Department at the hearing. Staff feels confident that the department will achieve accreditation status; since the preliminary assessment found that the department met 140 of the 144 accreditation standards (accreditation is achieved by meeting 125 of the 144 standards).

**FYAA Building Request:** Jim Bell reviewed with the Board the Fairfield Youth Athletic Association's request to construct a 24' x 36' shelter house at the Fairfield Youth Football Fields; per City Building Permit Application ABC-14-0943. Mr. Bell stated that this project was in the FYAA's capital plan that was presented to the Board at their February meeting by Troy Gooslin, FYAA President. In the Association's capital plan for 2014, FYAA had intended to move the field fencing (to provide a larger viewing area), install new bleachers and construction the shelter house. To date, the first two items had been accomplished; and the shelter house was in the permitting phase. Per the agreement between the City and FYAA, any new construction needed the approval of the Parks and Recreation Board; therefore the request was being made. Jim Bell requested a simple motion, under New Business, to approve the FYAA shelter house. The Board commented that they were appreciative of the FYAA efforts in improving the facility.

**2015 Operations Budget:** Jim Bell updated the Board on the 2015 Parks and Recreation Operating Budget Process. Mr. Bell reviewed the General Fund, Recreation Facilities Fund and Recreation Activity Fund; as each fund relates to the overall operation of the Parks and Recreation Department and the City. Mr. Bell stated that it was the goal to keep the budgets as flat as possible; but several issues would make that challenging, health care costs and negotiated wage increases. Mr. Bell highlighted the 2014 General Fund accounts (Parks Administration, Parks Maintenance, Marsh Park Operations and Community Arts Center), Recreation Facilities Fund accounts (Aquatic Center, Golf Operations and Golf Maintenance) and the Recreation Activity Fund (Recreation Programming); stating that the Department's overall 2014 budget was approximately \$4,764,000.00. The Board would discuss the 2015 Operations Budget further at the September Board meeting.

#### **REPORTS OF AD HOC COMMITTEES:**

**City Council Update:** Debbie Pennington reported that City Council was returning to their regular twice monthly meeting schedule in September and that the Clerk of Council had returned from maternity leave. The Clerk of Council position had been changed to part-time. Also, Mrs. Pennington reported that the August 2<sup>nd</sup> and 3<sup>rd</sup> Sunbonnet Days festival at Gilbert Farms Park was very successful.

**Planning Commission Update:** Bob Myron reported that the Planning Commission meetings for July were cancelled; due to lack of submittals. The August meeting's agenda had a revised subdivision plat review pending for Olde Winton subdivision.

**Environmental Commission Update:** Rodney Spencer reported that the August Environmental Commission meeting had been cancelled.

**Cultural Arts Advisory Commission Update:** Bob Breen reported that at the July meeting the CAAC had reviewed the remaining summer concert schedule and the proposed electrical work in the Community Arts Center's theater.

#### **OLD BUSINESS:**

**Union Request for Free/Discounted Services:** Doug Meece addressed the local AFSCME union request to reinstate the employee discounts on admissions to parks and recreation facilities. Mr. Meece referenced an email that the Board received from the Parks and Recreation Director that stated the City's Ethics Policy prohibits free and/or discounted services for employees, therefore no action was required and the issue is closed. Mr. Bell stated that the Union Steward that addressed the Board regarding the requested had been notified.

**NEW BUSINESS:**

**FYAA Shelter House:** It was moved and seconded to approve the construction of a 24' x 36' shelter house for the Fairfield Youth Athletic Association at the Fairfield Youth Football Fields in accordance with Building and Zoning's Permit Application ABC-14-0943. The motion passed unanimously.

**COMMENTS FROM THE AUDIENCE:** Mr. Marc Conter addressed the Board, stating that he had requested to be on the agenda at the September meeting of the Parks and Recreation Board to share his thoughts on fundraising for the Marsh Park/Black Bottom Park projects. Mr. Conter commented that in his opinion that Comprehensive Master Plan's survey process was flawed since it did not provide a means for a participant to express their dreams/wishes for what Fairfield needs in the future. Bob Breen commented that the survey was only a small portion of the project and that the stakeholder interview portion of the process, probably addressed this concern. Mr. Conter stated that his goal was to insure that the Marsh Park/Black Bottom project remains in the forefront of all parks projects.

**EXECUTIVE SESSION:** None

The meeting was adjourned at 6:30 PM. The next regular meeting of the Board is scheduled to be held on Tuesday, September 16, 2014, at 6:00 PM, at the Fairfield Community Arts Center.

At the conclusion of the meeting, Brad Williams and Bob Schappacher provided a short tour of the Marsh Park facility.

Cyndi A. Kreke,  
Secretary