

# **FAIRFIELD PARKS AND RECREATION BOARD**

## **MINUTES**

**TUESDAY, FEBRUARY 16, 2010**

The monthly meeting of the Fairfield Parks and Recreation Board was conducted on Tuesday, February 16, 2010 at the Fairfield Community Arts Center. The original meeting scheduled for February 9, 2010 was cancelled due to inclement weather. Chair Carol Oler called the meeting to order at 5:35 PM. Board members in attendance were: Carol Oler, Bob Myron, Doug Meece, Tim Meyers and Dick Wood. Don Hassler and Bob Breen were excused. Staff members present were: Bob Schappacher, Parks Facilities Manager; Heidi Schiller, Community Arts Center Manager; Cindi Lewellyn, Recreation Manager; Ben Strickler, Parks Events Manager; Brad Williams, Recreation Programmer, and Cyndi Kreke, Secretary. Jim Bell, Parks and Recreation Director, was excused due to illness. Audience members in attendance were: Michael Lane, Environmental Commission and Preston Johnson, out-going Parks and Recreation Board member.

### **COMMENTS FROM THE AUDIENCE:**

Carol Oler presented Michael Lane and Preston Johnson with plaques from the City of Fairfield Parks and Recreation Board. Michael Lane, Environmental Commission was acknowledged for his dedication and exceptional work for his assistance with the development of the sustainability chapter within the City's Comprehensive Plan. Preston Johnson was presented his plaque for his eleven years of dedicated service to the Parks and Recreation Board. Preston served as the school's representative to the Parks Board from 1998 to 2009. Carol thanked both gentlemen for their exemplary service to the City of Fairfield.

### **MINUTES FROM THE PREVIOUS MEETING:**

A motion was made and seconded to approve the minutes from the January 12, 2010 meeting. The January minutes were approved as presented.

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

**Operations Reports (December 2009):** Bob Schappacher reviewed the December 2009 operations reports for revenues, expenses, and participation/programming numbers from the Golf Courses, Community Arts Center and the Recreation programs (attached).

**Agency Accreditation:** Bob Schappacher introduced Brad Williams, Parks and Recreation Department Recreation Programmer to the Board. Bob stated that Brad Williams is the Department's "point person" in obtaining accreditation through the National Recreation and Parks Association's CAPRA program. Brad presented the Board with an overall explanation of the Accreditation process and the Department's

plans for obtaining said goal. Brad distributed a handout from CAPRA (Commission for Accreditation of Park and Recreation Agencies / attached) and showed a video that provided information and testimonials as to how achieving accreditation can be beneficial. Brad stated that Accreditation is based on an agency's compliance with the 144 standards for national accreditation. To achieve accreditation, an agency must comply with all 36 Fundamental Standards (see handout) and at least 85% of the remaining 108 standards. Teams of staff members have been established to focus on achieving our goal of Accreditation. Brad explained that this process will take 18 to 24 months to complete and will be providing frequent updates to the Parks and Recreation Board. The Board was agreeable with the process.

**2010 Fees and Charges:** The Parks Board was given a copy of the 2009 Fees and Charges document highlighting the proposed changes for 2010. The proposed changes were explained by staff. Cindi Lewellyn stated that the Aquatic Center has not increased rates in quite some time. The daily admissions will be raised by 1.00 or .50. Season passes will remain the same. Heidi Schiller reviewed the changes for the Community Arts Center and the Elisha Morgan Mansion. Rentals at the Mansion now will include a different rate if alcohol is to be served. The Community Arts Center's rental fees will be increasing and the Art Gallery was added to the rental list. The Board questioned if the fees/charges were comparable to other municipal agencies; the Parks and Recreation fees/charges are typically in the median range of comparable facilities.

**2009 / 2010 Concerts/Events Recap:** Ben Strickler, Parks Events Manager distributed a handout (attached) listing the special events that occurred in 2009 and the projected events for the year 2010. Ben reported to the Board that the concert events for 2010 would include concession enhancements such as more of the balcony events on the nights of "Groovin on the Green" concerts and additional vendors to provide concessions in the park. Ben discussed how musical groups are chosen from year to year; to provide a wide range of musical genre. The Board discussed ways to enhance events and provide variety in both food and entertainment.

Tim Meyers asked if others had heard that the Hamilton Ice Fest had been cancelled for 2010. Mr. Meyers questioned staff if the Department could host the event at Village Green. Mr. Strickler commented that he was aware that the Ice Fest had been postponed for 2010, due to funding. Tim Meyers stated that the Ice Fest is a highly successful event that he would love to see moved to the City of Fairfield and that he would back 100%.

Carol Oler requested that the Board skip to New Business and then the AD HOC Council report since it was necessary for Tim Meyers to leave the meeting early.

**NEW BUSINESS:** Resolution 10-01 / 2010 Fees and Charges – It was moved and seconded that the Board approve Resolution 10-01 related to the 2010 Fees/Charges; the resolution passed unanimously.

**City Council Update:** None Tim Meyers discussed with the Board that Capital Improvement project funding will be decreased for the year 2010. He would like the Board's recommendation on which projects they most strongly support. Mr. Meyers questioned the Black Bottom Park project and queried if only one component of the park

could be completed would the Board prefer the river access point or a dog park. Carol Oler, Bob Myron and Doug Meece all answered for the river access, but were open to discussion. Before leaving, Tim Meyers told the Board members to discuss the issue and let him know which project they would like him to recommend to Council.

Mr. Meyers excused himself from the meeting @ 6:26pm.

Chair Carol Oler returned to the original agenda layout.

**Commission / Board Applications Review:** Ben Strickler distributed five (5) applications showing interest in the Environmental Commission or the Cultural Arts Advisory Commission to the Board for their review. The Board cannot start the process of interviewing until Council conducts their interviews; since several of the candidates' preference the Parks and Recreation Board as their first priority. Council will be interviewing the last two weeks of February, which means the earliest the Board can begin interviews would be the first week of March. The Board would like to interview after the March Board meeting on March 9<sup>th</sup>.

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

**Council Update:** See above

**Planning Commission Update:** None

**Environmental Commission Update:** None

**Cultural Arts Advisory Commission Update:** Bob Myron stated that the recent CAC events had been very successful; but no further report.

#### **OLD BUSINESS:**

Doug Meece inquired as to the status of the "geese problem" at the Fairfield Greens Golf Courses. Bob Schappacher stated that Greg Morrow was soliciting quotes from providers who use dogs to alleviate the problem. With all the additional work involving snow removal in the recent weeks, Greg will be delving deeper into the issue as soon as the weather breaks. Funding for this project would be through the operations budget.

**EXECUTIVE SESSION:** None

The Parks and Recreation Board meeting adjourned at 6:42 PM. The next monthly meeting of the Board is scheduled to be held at 5:30 PM on March 9, 2010 at the Community Arts Center.

Cyndi A Kreke  
Secretary