

FAIRFIELD PARKS AND RECREATION BOARD

MINUTES

TUESDAY, FEBRUARY 8, 2011

The monthly meeting of the Fairfield Parks and Recreation Board was conducted on Tuesday, February 8, 2011 at the Fairfield Community Arts Center. Chair Doug Meece called the meeting to order at 5:35 PM. Board Members in attendance were: Dr. Stanley Goodman, Doug Meece, Bob Myron, Terry Senger and Dick Wood. Board Members Bob Breen and Don Hassler were excused. Staff members present were: Jim Bell, Parks and Recreation Director; Heidi Schiller, Community Arts Center Manager; Brad Williams, Recreation Programmer; and Cyndi Kreke, Secretary.

COMMENTS FROM THE AUDIENCE: None

MINTUES FROM THE PREVIOUS MEETING: A motion was made and seconded to approve the minutes from the January meeting. The minutes were approved as presented.

REPORT FROM THE DIRECTOR:

Operations Reports (December 2010/Year End): Jim Bell reviewed the December 2010/Year End operations reports for revenues, expenses, and participation/programming numbers from the Golf Courses, Community Arts Center and the Recreation programs (attached).

CAPRA Update: Jim Bell introduced Brad Williams, CAPRA team leader, and Mr. Williams updated the Board on the Department's self-appraisal process and the steps necessary during the accreditation process. Mr. Williams explained that accreditation is a process of appraisal whereby parks and recreation agencies of all types and sizes can demonstrate that they meet the requirements/standards to provide ongoing quality programs, services and facilities to their citizens. Mr. Bell stated that the department was approximately 12-18 months away from having the accreditation team visit the department. Mr. Meece commented that his agency had recently gone through a similar accreditation process for wellness agencies and of the knowledge/value obtained from the process. Dr. Goodman questioned the costs associated with the accreditation process; Mr. Williams responded that the costs/fees are based upon an agency's operating budget and the department would have an application fee of \$1,650.00 and an annual fee of \$300.00. Mr. Bell stated that the staff would be providing routine updates to the Board of the Department's progress.

2011 Fertilizer and Chemical Bids: Jim Bell reported that the City of Fairfield opened sealed bids for the purchase of fertilizer and chemicals, for use within the Golf Maintenance and Park Maintenance Divisions, on January 31, 2011; with seven (7) vendors submitting bids, two vendors/bidders were rejected due to bid irregularities and failure to produce a bid bond. There were forty-nine (49) items bid and The Hill Company was awarded twenty-seven (27) items as the lowest and best bidder. Contractual legislation was not necessary for vendors awarded items totaling less than \$25,000.00. The total bid prices are comparable to the 2010 bid prices; approximately \$84,000.00 (bid comparisons are attached). Mr. Bell commented that there has been \$85,000.00 appropriated in the 2011 Golf Maintenance Division Operating Budget and \$10,000.00 appropriated in Parks Maintenance Division Operating Budget for the purchase of fertilizer and chemicals.

Mr. Bell stated that there was a resolution, under New Business, that would authorize the City Manager to enter into an agreement with The Hill Company for the purchase of the fertilizer and chemicals.

Village Green Campus Area: Jim Bell updated the Board on the Parks and Recreation Sites Rules and Regulations revisions in regards to the concerns registered by the Board at the Village Green/Town Center area. Mr. Bell stated that there were on-going discussions with the Law Director, Police Chief and the City Manager regarding the revisions and the necessity to designate an area within the Parks rules and regulations to encompass the Fairfield Library property, the Village Green Park property and the Community Arts Center property (Village Green Campus), so that the rules and regulations could be enforced by the Police Rangers and Police Officers. Mr. Bell stated that it would be necessary that City Council designate the Library property as parks property so that the rules and regulations could be applied; also the Parks and Recreation Board would need to accept the designation of the Library property as parks property and include it within its rules and regulations. Doctor Stanley Goodman made a motion that the Parks and Recreation Board include the property upon which the Fairfield Lane Library is located in its City of Fairfield Parks and Recreation Sites Rules and Regulations, if and when the Fairfield City Council includes said property in a designated Village Green Campus area. The Village Green Campus area would include the properties upon which the Fairfield Lane Library, the Village Green Park and the Fairfield Community Arts Center are located. Bob Myron seconded the motion. The motion passed unanimously.

REPORTS OF AD HOC COMMITTEES:

Council Update: Terry Senger reported that the City Council was in the process of reviewing the applicants for the Boards and Commissions vacancies. The deadline for application is Friday, February 11, 2011; and City Council would be interviewing potential candidates on Saturday, February 19, 2011.

Planning Commission Update: No report.

Environmental Commission Update: No report.

Cultural Arts Advisory Commission Update: Doctor Goodman reported at the January CAAC meeting that Heidi Schiller had updated the Commission on the 2011 season. Bob Myron commented on the up-coming Celtic Festival (March 19, 2011).

Heidi Schiller reported on the Community Arts Center's recent site visit by the ArtsWave (formerly Fine Arts Fund) and the glowing review provided by the ArtsWave staff following their assessment of the facility. The ArtsWave reviewers stated that the "Fairfield Community Arts Center is an extremely successful and vibrant Community Arts Center that is truly "doing it right"". Ms. Schiller reported that the department and ArtsWave will be partnering in a cooperative programming venture to enhance the cultural arts experience to the Fairfield area. Mr. Senger requested a copy of the ArtsWave correspondence.

OLD BUSINESS:

City of Cincinnati Golf Courses: Doug Meece commented on a recent article provided to the Board by Jim Bell, regarding the court ruling that the City of Cincinnati's golf courses owed back property taxes since the golf courses were being operated by an independent "for profit" management company.

Huffman Farm Property Update: Jim Bell updated the Board on the Huffman Farm property and the on-going meetings with the family trust and relayed that the family trust had retained an engineering/architectural firm to assist in the conceptual design of the project.

Heidi Schiller and Doctor Stanley Goodman were excused from the meeting at 6:25 PM to attend the Cultural Arts Advisory Commission meeting.

NEW BUSINESS:

Resolution 11-01: It is recommended that the City Council authorize and direct the preparation of legislation authorizing the City Manager to enter into an agreement with The Hill Company, for the purchase of fertilizer and chemicals for use within the Golf Maintenance and Park Maintenance Division. The resolution was passed unanimously.

The Board adjourned the meeting at 6:35 PM. The next monthly meeting of the Board is scheduled to be held on Tuesday, March 8, 2011, 5:30 PM, at the Community Arts Center.

Cyndi A Kreke
Secretary