

## FAIRFIELD PARKS AND RECREATION BOARD

### MINUTES

TUESDAY, FEBRUARY 12, 2013

The monthly meeting of the Fairfield Parks and Recreation Board was conducted on Tuesday, February 12, 2013, 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 Billy Smith. Bob Breen and Marty Judd were excused from the meeting. Staff members in attendance were: James Bell, Parks and Recreation Director; Bob Schappacher, Facilities/Operations Manager; Heidi Schiller, Arts/Programs Manager; Brad Williams, Operations Coordinator and Cyndi Kreke, Secretary.

The Board welcomed its newest member, Billy Smith, School District Representative. Mr. Smith addressed the Board regarding his background with the School District and apologized that he would need to be excused from the meeting early due to a special School Board meeting this evening.

**COMMENTS FROM THE AUDIENCE:** None

**MINUTES FROM THE PREVIOUS MEETING:** The December 2012 and January 2013 meeting minutes were approved as presented.

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

**Operations Revenue/Expense Report:** Jim Bell reviewed the November 2012 and December 2012 operations and expense reports (attached).

**2013 Fees/Charges:** Jim Bell, Heidi Schiller and Brad Williams reviewed the proposed fees/charges for 2013 as related to the Fairfield Aquatic Center, the Fairfield Greens Golf Courses, the Parks Facilities Rentals, the Marsh Park Fishing Lake and the Fairfield Community Arts Center (Resolutions 2013-01 through 2013-05 attached). Minor changes in the verbiage describing the twilight fees at the Aquatic Center and Marsh Park Fishing Lake were recommended to be consistent between the two facilities; along with a slight increase in the room rental rates at the Fairfield Community Arts Center. All other fees/charges described in Resolution 2013-01 through Resolution 2013-05 would remain the same as the 2012 fees/charges.

**Amended Parks and Recreation Board Policies and Procedures:** Several Board members had requested that the Parks and Recreation Board Policies and Procedures be amended to change the Board's meeting time/date from the second Tuesday of the month at 5:30 PM to the third Tuesday of the month at 6:00 PM. Jim Bell stated that the Board Policies and Procedures allowed for such an amendment by a majority vote of the entire Board at any regular meeting of the Board, provided that written notice of the nature of any proposed amendment shall be given at least one (1) regular meeting before the action thereon shall be taken. Mr. Bell stated that the Board would be able to vote on this proposed change at their regular Board meeting in March (March 12, 2013) and if approved, the meeting date/time change would go into effect at the April meeting. Resolution 2013-06 has been prepared reflecting the proposed changes and would be available for further discussion at the March meeting.

**Clean Ohio Grant/Black Bottom Park:** Jim Bell stated that grant funds were available through the Clean Ohio Grant program which may be applicable for partial construction of Black Bottom Park, particularly the infrastructure portion of Phase 1. Mr. Bell requested that the Board authorize the City Manager to submit a grant application pursuant to the project. The grant would be a 75/25 matching grant. Mr. Bell stated that if the receipt of the grant is successful, then a future grant with the ODNR/Division of Watercraft would be submitted for further development of the property. Mr. Bell distributed copies of the preliminary plans prepared by Bayer/Becker Engineers from a previous grant submission (attached). The project was last bid in 2012 and low bid was approximately \$450,000.00.

Chairman Meece requested that the Board move into the New Business portion of the meeting in order to vote on the Resolutions prior to Mr. Smith having to leave the Board meeting. The Board moved into New Business and voted on Resolutions 2013-01, 2013-02, 2013-03, 2013-04, 2013-05 and 2013-07.

Mr. Smith was excused from the meeting at 5:53 PM.

**CAPRA Update:** Jim Bell updated the Board on the Department's accreditation process (power-point presentation attached).

**Marsh Park Fishing Lake Business Plan:** Brad Williams updated the Board on the Marsh Park Fishing Lake business plan, the 2012 season recap, the 2013 season operational plans and its continued reduction of general fund subsidy (power point presentation attached).

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

**City Council Update:** No report.

**Planning Commission Update:** Mr. Bob Myron reported the next meeting of the Planning Commission is scheduled for February 13, 2013; on the agenda is a conditional use for salvage yard/used car sales on Port Union Road, two conditional use annual reviews of bars at Cincinnati Mall and Route 4/Camelot Drive, an adult care facility on Patterson Boulevard and a Senior Housing facility on Patterson Boulevard.

**Environmental Commission Update:** No report.

**Cultural Arts Advisory Commission Update:** Due to illness, Doctor Goodman did not attend the January meeting of the Cultural Arts Advisory Commission and had no report.

#### **OLD BUSINESS:**

**Optimist Club/Soccer Agreement:** Doug Meece questioned if there was an update from the Optimist Club regarding their request to amend the existing soccer agreement. Jim Bell commented that the City was awaiting the Mayor to convene a meeting between the Optimist Club representatives, the City Manager and the Parks and Recreation Director to further discuss the agreement. The date/time of the meeting had yet to be set. Mr. Bell stated that he would update the Board following the meeting.

**ORC 2921.43 Letter:** Doug Meece questioned if there had been a response from Senator Coley or Representative Combs regarding the letter sent from City Council and the Parks Board requesting that the State of Ohio review its ORC 2921.43 regarding the acceptance of tips by public employees. Jim Bell stated that there had not been a response for either state office.

**NEW BUSINESS: (voted upon during Report from the Director)**

**Resolution 2013 – 01:** It was moved and seconded that Resolution 2013-01 be accepted in regards to the 2013 fees/charges at the Fairfield Aquatic Center (attached). The resolution passed unanimously.

**Resolution 2013 – 02:** It was moved and seconded that Resolution 2013-02 be accepted in regards to the 2013 fees/charges at the Fairfield Greens Golf Courses (attached). The resolution passed unanimously.

**Resolution 2013 – 03:** It was moved and seconded that Resolution 2013-03 be accepted in regards to the 2013 fees/charges for the rental fees associated with the shelter houses, the Phalen Center, and the Morgan Mansion (attached). The resolution passed unanimously.

**Resolution 2013 – 04:** It was moved and seconded that Resolution 2013-04 be accepted in regards to the 2013 fees/charges for the Marsh Park Fishing Lake (attached). The resolution passed unanimously.

**Resolution 2013 – 05:** It was moved and seconded that Resolution 2013-05 be accepted in regards to the 2013 fees/charges for the Fairfield Community Arts Center (attached). The resolution passed unanimously.

**Resolution 2013 – 06:** Resolution 2013-06 regarding changes to the Parks and Recreation Board's Policies and Procedures was discussed and will be voted upon at the March Parks and Recreation Board meeting.

**Resolution 2013 – 07:** It was moved and seconded that City Manager is authorized to submit an ODOT Clean Ohio Fund grant application as it relates to the Black Bottom Park project. The resolution passed unanimously.

**COMMENTS FROM THE AUDIENCE:** None

**EXECUTIVE SESSION:** None

The Board adjourned the meeting at 6:45 PM. The next regular meeting of the Board is scheduled to be held on Tuesday, March 12, 2013, at 5:30 PM, at the Fairfield Community Arts Center.

Cyndi A. Kreke,  
Secretary