

# **FAIRFIELD PARKS AND RECREATION BOARD**

## **MINUTES**

**TUESDAY, SEPTEMBER 13, 2011**

The monthly meeting of the Fairfield Parks and Recreation Board was conducted on Tuesday, September 13, 2011 at the Fairfield Community Arts Center. Chair Doug Meece called the meeting to order at 5:30 PM. Board Members in attendance were: Doug Meece, Bob Myron, Dr. Stanley Goodman and Don Hassler. Staff members present were: Jim Bell, Parks Director; Heidi Schiller, Community Arts Center Manager; Ben Strickler, Parks Events Manager and Cyndi Kreke, Secretary. A motion was made and seconded to excuse Parks Board members; Bob Breen, Richard Wood and Terry Senger.

**COMMENTS FROM THE AUDIENCE:** Kaitlyn Meyer, a journalism student from Miami University, was in attendance as an observer.

**MINUTES FROM THE PREVIOUS MEETING:** A motion was made and seconded to approve the minutes from the August 2011 meeting. The minutes were approved as written.

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

**Operations Reports (July 2011):** Jim Bell reviewed the July 2011 operations reports for revenues, expenses, and participation/programming numbers from the Golf Courses, Community Arts Center and the Recreation programs (attached).

**2012 Operating Budget Review:** Jim Bell reviewed the 2012 Parks and Recreation Operating Budget (attached) and the comparables to the 2011 budget. Jim Bell discussed the varying external and internal influences on the 2012 budget and the task of reducing the budget due to increases in medical insurance and decreases in general fund and interest earnings. He explained the various ways that the department and the City were reducing the 2012 budget.

**Huffman Farm Project:** Jim Bell reported that the environmental reports for the Huffman Property have been received and the City was in the process of accepting the property. The Huffman Foundation will be attending the City Council meeting on 9/26/2011 to begin the process of donating of the property and funds to the City for the construction of the park. City Council will formally accept the property and donation at the October meeting. Mr. Bell stated that the Parks and Recreation Board would need to formally accept the property and donation at its October meeting too. Once the property and funds are accepted it is expected that the project will be out to bid by the end of October 2011. Doug Meece asked Mr. Bell if there was any way that the whole property

could be graded at the same time instead of just the 10 acres included in the Huffman Park piece of the project. Mr. Bell stated that for drainage purposes the majority of the property would have some preliminary grading, since the drainage shed for the pond would be the entire 20 acres. This matter would be discussed with the project engineers.

**Military Discounts:** The Board and staff discussed the special meeting with City Council in regards to the military discounts. Jim Bell presented Resolution (11-04) to amend Resolution (11-01, Fees & Charges) as it regards to discounts to Fairfield Military personnel at Fairfield Greens Golf Courses, Fairfield Aquatic Center and Marsh Park Fishing Lake. The discussion would be under New Business.

**E-Z-GO/Lake Erie Golf Cars Lease Agreement:** Jim Bell discussed the current golf cart agreement and its language regarding amending and/or extending the lease agreement. The amendment to the current lease and would extend the lease for five years, with a City opt out after four years; replacement of the current fleet with 2012 golf carts, and change the payment method from a percentage to a flat rate. The amended lease would also waive any rental payments until May of 2012. The waiver of rental payments, October 2011 – April 2012, would increase the City's cart revenue by approximately \$15,000.00 (based upon last five years). The amendment had been discussed with the Law Director, the Finance Director, the Parks/Facilities Manager and the Golf Professional and all were in concurrence with the amendment. The Resolution (11-05) to amend the E-Z-Go/Lake Erie golf cart lease would be under New Business.

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

**City Council Update:** No report

**Planning Commission Update:** Don Hassler reported that the Planning Commission had approved the new electronic signage for the United Dairy Farmer's store on Pleasant Avenue, based upon the City's sign ordinance and the Town Center ordinances. Mr. Hassler stated that the Planning Commission was reviewing a change within the Olde Winton Subdivision, a conditional usage on Route 4, a proposed teen club at Cincinnati Mills and the proposed Kroger gas station.

**Environmental Commission Update:** Ben Strickler reported that the Environmental Commission was reviewing the Street Tree Ordinance for the purpose of updating the approved street tree list.

**Cultural Arts Advisory Commission Update:** Dr. Goodman reported that the First Annual Community Arts Center (Art's Wave) parade was a huge success. The parade was well attended and an Ice Cream Social was held immediately after at Village Green Park.

**OLD BUSINESS:** The Board complimented staff on the remembrance ceremony at Village Green Park on September 11<sup>th</sup>.

**NEW BUSINESS: Resolution 11-04:** It was moved and seconded to approve Resolution 11-04, an amendment to Resolution 11-02, Fees & Charges, to include the military discounts at the Fairfield Greens Golf Courses, the Fairfield Aquatic Center and the Marsh Park Fishing Lake. The resolution passed unanimously.

**Resolution 11-05:** It was moved and seconded to approve Resolution to 11-05 to amend the current golf cart lease with E-Z-Go to extend the lease agreement in accordance with the agreement on file in the office of the City Manager. The resolution passed unanimously.

The Board adjourned the meeting at 6:17 PM. The next regular monthly meeting of the Board is scheduled to be held on Tuesday, October 11, 2011, at 5:30 PM, at the Community Arts Center.

Cyndi A Kreke  
Secretary