

FAIRFIELD PARKS AND RECREATION BOARD

MINUTES

January 15, 2019

The monthly meeting of the Fairfield Parks and Recreation Board was conducted on Tuesday, January 15, 2019 at the Fairfield Community Arts Center. Chairman Doug Meece called the meeting to order at 6:00 PM. Board Members in attendance were: Doug Meece, Craig Keller, Don Carpenter, Gwen Ritchie and Christine Zboril. Board Member, Dale Paullus, was excused. Staff members in attendance were Tiphonie Howard, Parks and Recreation Director; Bob Schappacher, Parks/Facilities Manager; Brad Williams, Operations Coordinator; Heidi Schiller, Arts and Programs Manager and Cyndi Kreke, Board Secretary. Also in attendance was audience member: Cincinnati Off-Road Alliance representative, Alex Maier.

SPECIAL PRESENTATIONS & CITIZEN COMMENTS:

Chairman Doug Meece welcomed audience member, Alex Maier, to the meeting.

Mr. Meece also welcomed Christine Zboril to the meeting. Christine is the new School Board Representative member to the Parks and Recreation Board. Christine will be replacing outgoing School Board Representative Carrie O'Neal.

APPROVAL OF MINUTES: Chairman Doug Meece requested a motion to approve the Parks and Recreation Board meeting minutes from December 18, 2018. A motion was made and seconded and the December 2018 minutes were approved as presented.

REPORT OF OTHER BOARDS & COMMISSIONS / AD HOC COMMITTEES:

Planning Commission: No Report

Environmental Commission: Gwen Ritchie reported that the current Chair of the Environmental Commission is retiring. Ms. Ritchie stated that the Commission is hoping to elect a new Chair before the 2019 new members come on board.

Ms. Ritchie also informed the Board that the Environmental Commission will be doing the annual seedling giveaway on Arbor Day.

Cultural Arts Advisory Commission: Heidi Schiller stated that there was not a meeting in December due to a lack of quorum.

School Board Report: Christine Zboril introduced herself to the Parks and Recreation Board. Ms. Zboril explained her duties with Fairfield Schools and gave the Board a brief synopsis of her background. Christine said she was very excited about serving on the Parks and Recreation Board.

Golf Course Ad Hoc Committee: Doug Meece reported that the Golf Course Ad Hoc Committee has not met recently. Mr. Meece did want to inform the Board that Keith Crutcher, Golf Professional, held an informal meeting with random key stake holder golfers. Derek Baxter, Golf Course Superintendent, was also in attendance. This two hour meeting gathered input and opinions concerning the Fairfield Greens Golf Courses. Specifically, Mr. Crutcher sent out a pre-meeting survey asking individuals to rate the different aspects of the courses (i.e. greens, tees, fairways, amenities, etc.). Those in attendance provided both positive and negative feedback regarding both courses. Ms. Howard stated staff is addressing issues that were identified.

City Council Report: Council Member Craig Keller informed the Board that the appropriation for Vermont Systems, new Parks and Recreation Software vendor, was approved by Council. Mr. Keller also stated that several other appropriations were approved, including new radios for Police and Fire. Mr. Keller reported that the new grocery store, Aldi, will be opening on Thursday of this week. Aldi is located on Patterson Boulevard.

REPORT FROM THE DIRECTOR: Parks Director Tiphonie Howard reported to the Board that the Parks Staff was currently undergoing training in the new Parks Software (Vermont Systems Rec Trac). The new software will be gradually implemented into all of the Parks Facilities in 2019.

Ms. Howard also informed the Board that all construction at the new Dog Park has been halted due to the extremely bad weather conditions. When the weather breaks, the work will be continued.

The Re-Organization Plan for the Parks Department has begun. Ms. Howard reported that the Parks Department is hoping to have the new Maintenance Worker Laborer and the Community Events Coordinator positions filled by the end of February. The Civil Service test for the Greenskeeper was given last week. Once the list from that test has been verified, the interviews for the Greenskeeper position will take place. Ms. Howard stated the new requested position for a "Hospitality / Banquet" person will be presented to City Council for approval. If approved, that position will be posted late March or early April.

The Fairfield Soccer report / presentation will occur at the February 19, 2019 Parks Board meeting. The 2019 MASC (Mid America Soccer Club) dates have been announced. The girls tournament will be April 5th – April 7th and the boys tournament will be April 12th – April 14th.

OLD BUSINESS: None

NEW BUSINESS: Due to the resignation of Dennis Miller from the Parks and Recreation Board, a new member needs to be selected to serve the remainder of Mr. Miller's term as Vice Chair of the Board. Gwen Ritchie volunteered to serve as Vice Chair through the end of March 2019. A motion was made and seconded and Ms. Ritchie was appointed Vice Chair of the Parks and Recreation Board.

EXECUTIVE SESSION: None

ADJOURNMENT: A motion for adjournment was made and seconded. The Parks and Recreation Board meeting adjourned at 6:33 PM.

MEETING SCHEDULE: The next regular meeting of the Parks and Recreation Board is scheduled for Tuesday, February 19, 2019, 6:00 PM, at the Fairfield Community Arts Center, 411 Wessel Drive, Fairfield OH.

Cyndi A Kreke
Board Secretary