

FAIRFIELD PARKS AND RECREATION BOARD

MINUTES

April 20, 2021

The monthly meeting of the Fairfield Parks and Recreation Board occurred on Tuesday, April 20, 2021 at the Fairfield Community Arts Center. Parks Board Members in attendance were Doug Meece, Gwen Ritchie, Leslie Besl, Don Carpenter, Scott Clark and Dan Prior. A motion was made by Don Carpenter and seconded by Leslie Besl to excuse member Paul Assum. The motion passed and board member Paul Assum was excused. Staff members in attendance were Tiphonie Howard, Parks Director and Cyndi Kreke, Board Secretary.

SPECIAL PRESENTATIONS & CITIZEN COMMENTS:

Chair Doug Meece introduced newly appointed Board member, Dan Prior. The Board members welcomed Mr. Prior to the Board.

REQUEST FOR EXECUTIVE SESSION:

None

APPROVAL OF MINUTES:

Due to the cancellation of the March 2021 Board meeting, the minutes from the Parks and Recreation Board meeting held on Tuesday, February 16, 2021 were presented for approval. A motion was made and seconded to approve the February 2021 minutes. The motion passed unanimously and the February meeting minutes were approved as presented.

REPORT OF OTHER BOARDS & COMMISSIONS / AD HOC COMMITTEES:

Planning Commission:

Gwen Ritchie reported the Planning Commission denied two different auto repair facilities on Hicks Boulevard.

A Hyper Shine car wash was denied. This facility was to be located in a parceled off piece of the Meijer parking lot. The original agreement with Meijer did not include provisions for pieces of the parking lot to be parceled. The City has make known to Meijer that they are willing to meet and discuss this issue further.

The Planning Commission did approve a company called Carbonna, a motor vehicle storage facility on Factory Drive. Cars would be stored there for a couple days to be spruced up before delivery to owners.

A small retail outlet "Gardens Alive" was approved to be located at the old Fisher Body location.

AAMCO was approved to go where the former quick-change oil facility was on Nilles Road. This was a conditional use permit to be reviewed after six months.

A Berkey Home was approved for the Emerald Lake subdivision.

The Planning Commission passed their Policies and Procedures legislation.

The new Dunkin restaurant is set to have their Grand Opening on Thursday of this week.

Environmental Commission:

Don Carpenter informed the Board that the Environmental Commission will be having their annual tree seedling give away at the Farmer's Market tomorrow. The seedlings given away will be Buckeye, Eastern Red Bud, Northern Red Oak and PC Hydrangea.

On April 26th, a proclamation for the Tree City Award will be presented at the City Council meeting.

Two new Environmental Commission members were welcomed at their last meeting.

The Adopt a Roadway program will be held in June. The Environmental Commission is encouraging volunteers to participate.

On May 8th, the chipping program on Groh Lane will be open for residents to drop off limbs and brush for disposal.

Cultural Arts Advisory Commission:

Director Howard reported for excused Board Member Paul Assum. Ms. Howard informed the Board members that the department is still following the Butler County COVID guidelines. The theatre is operating at a low capacity of 60 people at the present time. Currently, we have been focusing on rentals of the Community Arts Center.

School Board Report:

Scott Clark stated that the boys baseball and girls softball teams are both doing very well.

At the last School Board meeting, the retirees from the past two years were honored.

Prom has been scheduled for May 15, 2021 at the Fairfield High School from 8:00 pm to 11:00 pm.

Graduation will take place on May 29, 2021. Two sessions will be held at the Xavier University Cintas Center. The first session will be at 10:00 am for names ending in A through L. The second session will be held at 1:00 pm for names ending in M through Z. Hopefully, the football stadium will be available for commemorative pictures to be taken.

Golf Course Ad Hoc Committee:

Doug Meece reported that the first meeting of the Golf Course Ad Hoc Committee was held on March 30, 2021. Doug met with Derek Baxter, golf superintendent and Brad Williams, Recreation Operations Superintendent at South Trace. They discussed the various projects that are going on at the golf course. The grounds crew have been extremely busy working on Holes 8 and 12. Extensive tree removal has been done and the fence was removed along the left side of Hole 8. Spring aeration was done on April 7th at South Trace. Derek and his crew have been tackling long-standing turf problems.

The Tee Box 2 project has been completed and will be opening for play in May. Doug was very impressed with how this project turned out.

Brad Williams shared with Doug the plans for expanding the outside patio at the South Trace Clubhouse. Doug shared with the Board that he thinks the expansion of the outdoor space will be a welcomed addition to the course.

Brad Williams is working with other City departments on what can be done with the water features.

Spring play has been going very well and Doug was excited that golf is still thriving during a time when other businesses have been struggling.

City Council Report:

Councilwoman Leslie Besl informed the Board members that the Parks Board and other commission appointees were approved at the last meeting.

The Council approved the Capital Improvement Plan.

A three-year contract was approved for traffic signal maintenance.

City Council approved to begin looking into the design for Route 4 improvements starting 4000 feet north of E275 down to Seward Road. ODOT will be funding 80% with Springdale contributing about \$22,000.00 and \$67,500.00 coming from our street fund.

The purchase of a new mower for the golf course was approved by Council.

The widening of Gilmore Road from just north of Mack Road to just north of Resor Road was approved.

The funding for this project will be 70% from OKI. The engineering will be 100% locally funded. The total cost of this project will be around \$3,000,000.00.

The work currently being done on Resor Road should be completed by the end of May.

REPORT FROM THE DIRECTOR:

Director Tiphonie Howard distributed and reviewed the monthly financials of year to date revenue and expenses with the Board members.

Tiphonie reported that the department received a \$5000.00 grant from Duke Energy Foundation to be used for the reforestation of Huffman Park. A groundbreaking ceremony will be held in conjunction with Earth Day on April 22, 2021 at Huffman Park. Tiphonie distributed invitations to the Board members. The event will be live on Facebook.

Director Howard distributed information containing recommendations to the Board about the Cultural Arts Advisory Commission for their review. Ms. Howard reviewed her recommendations with Board and a discussion followed. Ms. Howard requested the Board members read the information and provide their feedback at the next meeting.

The five year Capital Improvement Plan that was approved at the last Council meeting was distributed to the Board. Ms. Howard went through and explained the different CIP projects and the timeline for the projects listed.

Ms. Howard informed the Board that the Youth sports organizations (FYBA, SAY and FAA) would be giving presentations at the May meeting.

Ms. Howard explained to the new Board members the agreement we entered into with Risk Management group SWIMSAFE. This group will be operating the Aquatic Center this year.

Director Howard distributed the responses from the parks survey that occurred online.

OLD BUSINESS:

None

NEW BUSINESS:

None

MEETING SCHEDULE:

The next scheduled meeting of the Parks and Recreation Board will be held on Tuesday, May 18, 2021 at the Fairfield Community Arts Center.

EXECUTIVE SESSION:**ADJOURNMENT:**

A motion was made and seconded for adjournment. The Parks and Recreation Board meeting adjourned 7:28 pm.

Cyndi A Kreke,
Board Secretary