

FAIRFIELD PARKS AND RECREATION BOARD

MINUTES

June 15, 2021

The monthly meeting of the Fairfield Parks and Recreation Board occurred on Tuesday, June 15, 2021 at the Fairfield Community Arts Center. Chair Doug Meece called the meeting to order at 6:05pm. Parks Board Members in attendance were: Doug Meece, Gwen Ritchie, Leslie Besl, Don Carpenter, Scott Clark and Dan Prior. A motion was made and seconded to excuse member Paul Assum. The motion passed and board member Paul Assum was excused. Staff members in attendance were Tiphonie Mays, Parks Director; Molly McGraw, Hospitality and Venue Coordinator and Cyndi Kreke, Board Secretary.

APPROVAL OF MINUTES:

The draft of the May meeting minutes was amended. The time under the Executive Session was incorrectly listed as 7:20pm. The correct time of entry into Executive Session should have read 7:51pm. A motion was made and seconded to approve the minutes from the May 18, 2021 meeting. The motion passed unanimously and the minutes were approved as amended.

REPORT OF OTHER BOARDS & COMMISSIONS / AD HOC COMMITTEES:

Planning Commission: Gwen Ritchie reported that the Planning Commission recently held a Design Review training session. Ms. Ritchie also stated that last week's meeting of the Planning Commission was cancelled.

Environmental Commission: Don Carpenter stated that he was not present at the last meeting of the Environmental Commission. He did follow up and acquired the information to report on the meeting. The Tree City Award was given to the City of Fairfield. Mr. Carpenter complimented staff and other City departments for their work in achieving this award. Mr. Carpenter reported that the "Adopt a Highway" program is slated for October. Twelve hours were logged as time spent on EC events, such as the tree giveaway and others.

Cultural Arts Advisory Commission: Due to the absence of Paul Assum, the report for the Cultural Arts Advisory Commission was tabled by Chair Doug Meece.

School Board Report: Scott Clark informed the Board that the High School graduation was held in person this year at the Cintas Center. Two sessions were held: A through L and M through Z. Graduation was a huge success and was enjoyed by all involved.

Two employment opportunities are open for the school district. The Choir Director is retiring and therefore that position will need to be filled. Due to the success of the program, this position will have huge shoes to fill. The second position open is for a Math Teacher.

Mr. Clark reported that Summer school has begun.

Mr. Clark stated that the Fairfield City Schools had to implement a new Facebook page due to the old one crashing and unable to reinstate the page. The new Facebook page is "Fairfield City Schools Ohio". He asked that everyone to visit and "like" the new page to aid in getting it up and running.

Fairfield will be taking part in the state funded meals program again this year.

Golf Course Ad Hoc Committee: Doug Meece informed the Board members that the golf course season is in full swing. June has been a very wet month. July will be very busy and the City Championships are scheduled for mid-July.

Mr. Meece stated he was informed the golf cart fleet is in bad shape. The lease for the golf carts is up in December and will need to be reevaluated.

Ms. Besl asked about the rough condition of the course involving weeds and the problems with the aeration of the course. Director Mays stated that due to the extensive rain, the maintenance crew has been unable to treat the course as often as they would like. Ms. Mays reported the aeration process did have some flaws this year due to faulty equipment.

City Council Report: Council member, Leslie Besl stated that a proclamation was given to Dick Wissman, longtime employee of the City of Fairfield. Mr. Wissman retired last year during the COVID pandemic. Ms. Besl informed the Board that Director Tiphonie Mays and staff member, Brad Williams gave a presentation to Council on the various projects that are taking place within the Parks Department. Ordinances for Mount Pleasant Blacktopping and Human Nature Inc. were approved by Council. The ordinance for Mount Pleasant pertains to the loop trail at Harbin Park. The Human Nature ordinance pertains to play area at Harbin Park.

The Planning and Zoning Department presented at the Council Manager Briefing. Greg Kathman hired a new person within his department. The planning department is working on ideas to reward homeowners who take extra care with the maintenance of their property, as well as possible property restrictions.

Ms. Besl reported that money was allotted for the South Trace patio expansion and improvements and repairs at the Aquatic Center.

REPORT FROM THE DIRECTOR:

Financials: The May Enterprise financials were distributed to the Board members for their review. Ms. Mays explained that the numbers are encouraging. The Activity Fund especially is way above last year due to the fact that the department has been able to reinstate programming and events without restrictions. In June, Ms. Mays stated that she would like to do a comparison to also include the 2019 financial numbers.

Park Security: Ms. Mays informed the Board that she spoke with the gentleman from the Oakwood Park neighborhood who presented the police reports at the previous meeting. Of the 48 reports, only one actually was related to Park usage. Director Mays also spoke with Chief Maynard about increasing security patrols in and around the park. Mr. Meece also stated that he has been visiting the park at random times since the last meeting and has not observed any adverse activity. Director Mays stated she would like to complete a loop trail at Oakwood Park in the future and add more signage. This would increase participation in the park and subsequently adds to the security. Ms. Howard said that we will continue to monitor the park issues and revisit in the future.

CAAC: Director Mays asked that the Board give her the okay to approach the Cultural Arts Advisory Commission with the guidelines she devised for this commission. The board agreed that they would like for Ms. Mays to present her ideas to the commission and report back to the board with their feedback. Ms. Mays feels that the guidelines will give the commission more involvement and a defined roll as to their duties.

Project Updates: A preconstruction meeting was held with Mount Pleasant and construction is beginning on the loop trail at Harbin Park. Brandstetter Carroll is working on the design for the new Overlook shelter at Harbin Park. Once a design is given to Ms. Mays, she will present it to the Parks Board for their review. The department is also working with Human Nature for the ideas for the play area at Harbin Park. The department continues to work on the issues with the Dog Park pond. Currently, the pond is being drained on Wednesday evening and cleaned on Thursday.

Field Use Agreements / Permits Policy: Ms. Mays distributed information for developing partnership agreements for park usage events and field usage permits. The outline explains the permits and policies and the cost for these agreements and permits. Ms. Mays would like the board to review this information and report back with their feedback.

OLD BUSINESS: Doug Meece had a discussion with Tiphonie Mays about not being able to contact Paul Assum. The idea was presented that we should mail him a letter. Ms. Mays stated that she would contact the Clerk of Council about what should be done.

NEW BUSINESS: ADHOC appointees were selected. After discussion, the appointees for Planning Commission, Environmental Commission and the Golf Course committee will remain as they are assigned. Dan Prior expressed his interest in being the Cultural Arts Advisory Commission representative. The meeting locations for the remainder of the summer was discussed. The July meeting will be held at Oakwood Park. The August meeting will be held at Harbin Park and the September meeting will be held at Huffman Park. Future meetings may also be held at different park properties.

MEETING SCHEDULE:

The next scheduled meeting of the Parks and Recreation Board will be held on Tuesday, July 20, 2021 at the upper shelter at Oakwood Park.

ADJOURNMENT:

A motion was made and seconded for adjournment. The Parks and Recreation Board meeting adjourned 7:20pm.

Cyndi A Kreke,
Board Secretary