

## FAIRFIELD PARKS AND RECREATION BOARD

### MINUTES

JUNE 16, 2015

The monthly meeting of the Fairfield Parks and Recreation Board was conducted on Tuesday, June 16, 2015, at the Fairfield Greens South Trace Golf Course/Phalen Center. Chair Doug Meece called the meeting to order at 6:05 PM. Board Members in attendance were: Dean Bruewer, Craig Keller, Doug Meece, Bob Myron, Billy Smith and Rodney Spencer. Board Member Debbie Pennington was excused. Staff member in attendance were James Bell, Director; Bob Schappacher, Facilities/Operations Manager; Brad Williams, Operations Coordinator; Dave Hartman, Golf Professional; Keith Crutcher, Golf Professional; Greg Morrow, Maintenance Coordinator and Cyndi Kreke, Secretary. Also present was City Manager, Mark Wendling.

**COMMENTS FROM THE AUDIENCE:** Jim Bell introduced Mark Wendling, City Manager. Mr. Wendling had been appointed City Manager on May 1<sup>st</sup>; prior to his appointment, Mr. Wendling had served as the City's Assistant City Manager since 2010. The Board welcomed Mr. Wendling to the meeting and Mr. Wendling gave a brief bio of his career.

Debbie Pennington arrived at the meeting at 6:13 PM.

**MINUTES FROM THE PREVIOUS MEETING:** The May meeting minutes were approved as submitted.

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

**Recreation Facilities Fund Overview:** Jim Bell introduced Brad Williams, Operations Coordinator; Dave Hartman, Golf Professional; Keith Crutcher, Golf Professional and Greg Morrow, Maintenance Coordinator. Mr. Bell gave a brief overview of the Recreation Facilities Fund, which is an enterprise fund that funds the golf and aquatic center operations. Doug Meece and Mr. Bell highlighted the 2006 Golf Operations Business Plan that set the foundation for the Recreation Facilities Fund to be self-sustaining. Keith Crutcher and Dave Hartman provided an overview of the golf operations and highlighted several new outreach programs to enhance the game of golf to the community. Mr. Crutcher described his efforts with Cincinnati Financials' wellness program which provided an introduction of golf to the company and grew into a women's league. Mr. Crutcher and Mr. Hartman gave an overview on the "toddler golf area" that was being developed at Huffman Park and the programming opportunities that area would offer. The "toddler golf area" is being constructed jointly by golf operations and golf maintenance employees. Brad Williams updated the Board on the customer service enhancements that are provided at the golf courses and the aquatic center. Greg Morrow updated the Board on the maintenance practices at the golf courses as related to both golfer playability and cost effectiveness. Mr. Hartman invited the Board to the City Championships the week of July 20<sup>th</sup>; Women's Championships on July 22<sup>nd</sup>, Seniors' Championships on July 23<sup>rd</sup> and Men's Championships on July 25<sup>th</sup> and July 26<sup>th</sup>.

**Marsh Park Update:** Jim Bell reported that the City's team, representatives from The Kleingers Group and representatives of Martin-Marietta Aggregates met on site on May 26<sup>th</sup> to review the preliminary grading plan for the disposal of the stockpiles of materials on site and in concert with the City's needs on site. Martin-Marietta Aggregates relayed that there was a market for half of the stockpiled materials and Martin-Marietta would be hauling off the site through fall 2015. The remainder of the stockpiles would be disposed on site in accordance with the preliminary grading plan. It was still Martin-Marietta's intent to have the property reclaimed and deeded to the City by end of 2015.

Mr. Bell reported that The Kleingers Group had been retained to provide a conceptual recreation programs plan for the entire site (existing Marsh Park, Marsh Park 2 and the Black Bottom Park site). Public input meetings would be scheduled for the fall of 2015.

**Harbin Park Design Study:** Jim Bell reported that the Request for Proposals for the Harbin Park Conceptual Design Study was being solicited; the deadline for interested A/E Firms to submit a proposal was 3:00 PM on June 29, 2015. Once the RFP's are received, the staff's recommendations will be forwarded to the Board to award the project. The RFP selection/recommendations should be completed by late summer.

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

**City Council Update:** Debbie Pennington reported that at a recent City Council meeting, the council recognized Fairfield resident and current USMC Sargent Joshua Ballard for his military service. Mrs. Pennington also reported that the Historical Society had finalized the events at the August Sun Bonnet Days Festival and invited the Board to attend. Mrs. Pennington distributed copies of the Historical Society's newsletter.

**Planning Commission Update:** Bob Myron reported that at a recent Planning Commission meeting the Commission had approved plans for a church in Stockton Station and plans for the renovation of the gas station at Pleasant/Patterson.

**Environmental Commission Update:** Rodney Spencer reported that the Environmental Commission had participated in a joint meeting with the Hamilton Tree Board in May. Mr. Spencer reported that the Environmental Commission had lost two members; one due to a job commitment and the other to health issues. It was also reported that 32 Ash trees would be removed from along Woodridge Boulevard by the Public Works Department due to EAB infestation.

**Cultural Arts Advisory Commission Update:** No report

**Golf Course Ad Hoc Committee:** No reports, the majority of the items were discussed earlier in the meeting.

#### **OLD BUSINESS:**

**Harbin Park Signage:** Mr. Spencer inquired if the "no parking" signage had been installed along the Harbin Park roadway. Bob Schappacher replied that the sign order had been completed by the city's sign shop and it was his understanding that if the signs had not been installed, the signs were scheduled for installation shortly.

**NEW BUSINESS:** None

**COMMENTS FROM THE AUDIENCE:** None

**EXECUTIVE SESSION:** Jim Bell requested an Executive Session to discuss pending or imminent litigation; a roll call vote was conducted and passed unanimously. The Board recessed into an Executive Session at 6:45 PM.

The Board meeting reconvened and adjourned at 7:10 PM. The next regular meeting of the Board is scheduled to be held on Tuesday, July 21, 2015, at 6:00 PM, at Huffman Park.

Cyndi A. Kreke,  
Secretary