

## FAIRFIELD PARKS AND RECREATION BOARD

### MINUTES

APRIL 19, 2016

The monthly meeting of the Fairfield Parks and Recreation Board was conducted on Tuesday, April 19, 2016, at the Fairfield Community Arts Center. Chair Doug Meece called the meeting to order at 6:00 PM. Board Members in attendance were: Doug Meece, Dennis Miller, Bob Myron, Dale Paullus, Debbie Pennington and Billy Smith. Board Member Dean Bruewer was excused from the meeting. Staff members in attendance were James Bell, Parks and Recreation Director; Robert Schappacher, Parks/Facilities Manager; Heidi Schiller, Arts/Programs Manager; Brad Williams, Operations Coordinator; and Cyndi Kreke, Board Secretary. Also in attendance were Craig Keller, Second Ward Councilman and Alex Maier, CORA Mountain Bike Club representative.

**COMMENTS FROM THE AUDIENCE:** Doug Meece welcomed to the Board newly appointed Parks and Recreation Board Members, Dennis Miller and Dale Paullus.

Doug Meece presented out-going Parks and Recreation Board Member and recently elected Second Ward Councilman, Craig Keller, a token of appreciation for Mr. Keller's service to the board. Mr. Keller expressed his appreciation to the Board and thanked the Board for all its efforts.

**MINUTES FROM THE PREVIOUS MEETING:** The March 2016 meeting minutes were approved as written.

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

**City-Wide Ethics Policy:** Jim Bell reviewed and distributed individual copies of the City-Wide Ethics Policy (General Administrative 1-5) to the Board; explaining that the elected officials, appointed officials and employees were all covered under the policy. Mr. Bell stated that the policy had not changed since last distributed to the Board, but with the addition of two new members, it was prudent to review the policy on an annual basis, when new members are appointed and/or changes to the policy.

**2016-2020 Capital Improvement Program:** Jim Bell distributed copies of the Department's 2016-2020 Capital Improvement Program, along with the Finance Department's CIP power point presentation prepared for City Council (attached). Mr. Bell reviewed the 2016 Aquatic/Golf Facilities projects, which total five projects and \$110,000; and the 2016 Parks projects, which total twelve project and \$1,189,000. Mr. Bell commented that the City Council CIP review had occurred on March 28, 2016, during a City Council/City Manager Briefing, and was adopted on April 11, 2016, at the regular City Council meeting. The Board concurred with the CIP as presented.

**Memorandum of Understanding/Marsh Park Project:** Jim Bell reviewed a draft of the proposed Martin Marietta/City Memorandum of Understanding in regards to the reclamation and transfer of property associated with the Marsh Park project.

**Parks and Recreation Board Re-Organization:** Jim Bell reminded that Board that at the May meeting, the Board was required to re-organize itself, with the election of Chair, Vice-Chair, Planning Commission

Representative, Secretary and Ad Hoc Chairs. Mr. Bell would have the Re-Organization as an agenda item for the May meeting.

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

**City Council Update:** Debbie Pennington reported that at the April 11<sup>th</sup> meeting of City Council, First Ward Councilman Adam Jones had tendered his resignation; due to moving out of the City's first ward, effective April 12<sup>th</sup>. City Council is soliciting applications from interested first ward residents, who wish to be considered to serve out the remainder of the Council term. The City Council has 60 days to fill the vacancy. If not, the Mayor will fill the vacancy. Mrs. Pennington also reported on City Council's action on the CIP, the up-coming Village Green Farmers Market (April 19<sup>th</sup>) and the Earth Day Celebration at Huffman Park (April 22<sup>nd</sup>).

**Planning Commission Update:** Bob Myron reported that at the March 28<sup>th</sup> Planning Commission meeting, the commission had conducted the public hearing for a new Starbucks in the Stockton Station PUD, reviewed a PUD modification for the Cove at Village Green, and denied a request for a bar on Route 4. Also the Raising Canes restaurant (south-east corner of Dixie Highway and Nilles Road) and the Burger King restaurant (Gilmore Road/Cincinnati Mall) were proceeding slowly.

**School Board Update:** Billy Smith reported that the High School's Drama and Music Department would be performing Big Fish on April 21<sup>st</sup> – 24<sup>th</sup> at the Performing Arts Center, the spring sports teams were all in full swing and that Superintendent Paul Otten had tendered his resignation in order to accept a position as School Superintendent for the Beaver Creek School District. Mr. Otten would remain with the District through June 30<sup>th</sup>.

**Environmental Commission Update:** Bob Schappacher reported that the Environmental Commission had a very busy schedule over the next two months; the EC would be participating in the Tree City USA annual awards luncheon (April 22<sup>nd</sup>), the Earth Day celebration at Huffman Park (April 22<sup>nd</sup>), the tree seedling give-away at the Village Green Farmers Market (April 27<sup>th</sup>), the Arbor Day celebration at Huffman Park (April 29<sup>th</sup>), the Izaak Walton League Children's Tree Planting program at Huffman Park (April 29<sup>th</sup>) and the tree seedling give-away at the Home Expo (May 14<sup>th</sup>).

**Cultural Arts Advisory Commission Update:** Heidi Schiller reported that the Cultural Arts Advisory Commission did not meet in March.

**Golf /Aquatics Ad Hoc Committee:** Doug Meece reported that the committee had not met recently, but the golf course management team was successfully implementing the 2016-2020 Recreation Facilities Business Plan.

**OLD BUSINESS:** Debbie Pennington questioned how the Monarch Butterfly/Milkweed Planting program was progressing. Bob Schappacher responded that the Park Naturalist had an on-going planting program at Huffman Park.

#### **NEW BUSINESS:**

**Summer Meeting Schedule:** The Board requested that the summer Board meetings (June, July and August) be held "off-site", as in previous summers. Jim Bell stated that he would prepare a summer schedule for the Board's consideration at the May meeting.

**COMMENTS FROM THE AUDIENCE:** Alex Maier, CORA Mountain Bike Club representative, addressed the Board regarding way-faring signage in Harbin Park. Jim Bell and Bob Schappacher responded that the Harbin Park master plan project was addressing that issue and informed Mr. Maier of the Harbin Park Master Plan Public Hearing on June 14<sup>th</sup>, along with the public input survey that was currently on-line. Mr. Bell stated that the City's newsletter was being mailed to all residents and had an article regarding the project and the survey; and Mr. Maier should take the survey once he receives his newsletter. Mr. Maier commented that he was not a resident. Mr. Bell said that he would give Mr. Maier a copy of the newsletter following the meeting and asked that Mr. Maier share with other CORA members to participate in the survey.

**EXECUTIVE SESSION:** None

The meeting was adjourned at 7:00 PM. The next regular meeting of the Board is scheduled to be held on Tuesday, May 17, 2016, at 6:00 PM, at the Fairfield Community Arts Center.

Cyndi A. Kreke,  
Secretary