

# FAIRFIELD PARKS AND RECREATION BOARD

## MINUTES

**FEBRUARY 16, 2016**

The monthly meeting of the Fairfield Parks and Recreation Board was conducted on Tuesday, February 16, 2016, at the Fairfield Community Arts Center. Chair Doug Meece called the meeting to order at 6:00 PM. Board Members in attendance were: Dean Bruewer, Doug Meece, Debbie Pennington and Billy Smith. Board Member Bob Myron was excused from the meeting. Staff members in attendance were James Bell, Parks and Recreation Director; Robert Schappacher, Facilities/Operations Manager; Heidi Schiller, Arts/Programs Manager; Brad Williams, Operations Coordinator; and Cyndi Kreke, Secretary.

**COMMENTS FROM THE AUDIENCE:** Jim Bell introduced Mr. Jeff Monnin, Mr. Russ Johnson and Mr. Jamie Blanton; representing the Fairfield Optimist Club and the Fairfield Area SAY Soccer. The group provided the Board with a re-cap of the 2015 SAY soccer season, FOSSC soccer season and MASC soccer tournament. Also, the group shared the plans for the 2016 soccer season and the Fairfield Optimist Club's plans for improvements of the facilities along Joe Nuxhall Way. The Board thanked the organizations for their contributions to the youth of Fairfield.

**MINUTES FROM THE PREVIOUS MEETING:** The January 2015 meeting minutes were approved as written.

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

**Recreation Facilities Business Plan:** Jim Bell presented a brief history the original Recreation Facilities Business Plan, stating that staff had completed the original plan prior to the construction of the South Trace Club House/Phalen Center in 2008. Mr. Bell then turned the floor over to Brad Williams and Doug Meece; which presented the updated plan (attached). Mr. Williams stated that the city team was comprised of Mr. Williams, Mr. Meece, Mr. Bell, Mary Hopton (Finance Director), Dave Hartman (Golf Professional), Keith Crutcher (Golf Professional) and Greg Morrow (Parks/Golf Maintenance Coordinator). The goal of the business plan was to reduce the general fund subsidy to the Recreation Facilities Fund and work towards sustainability within the fund. The team had been working on this project since third quarter 2015.

The Board thanked the members of the team and concurred with the findings of the Business Plan.

**2016 Parks and Recreation Sites Rules and Regulations/Resolution 2016-08:** Jim Bell reminded the Board that under Old Business was the second reading of the proposed changes to the Parks and Recreation Sites Rules and Regulations related to the Village Green Farmers Market. Mr. Bell stated that the City Law Director, John Clemmons, recommended that a sub-section be added under Section 100.19 "Use of the Village Green Campus Area" relative to the Village Green Farmers and Artisan Market (new Section 100.19 e), which would reference the market rules/regulations. Mr. Bell stated that it was the Board's prerogative to suspend the third reading and adopt, if the Board so desired.

**Boards and Commission Appointments:** Jim Bell reminded that Board that at the March meeting it was necessary for the Board to interview the potential candidates for the vacancies on the Environmental Commission and the Cultural Arts Advisory Commission and make recommendations to City Council for appointment. Mr. Bell would arrange the interview schedule for the March meeting.

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

**City Council Update:** Debbie Pennington reported that at the previous City Council meeting she had discussed the Village Green Farmers and Artisan Market, which will begin on April 20, 2016. Mrs.

Pennington gave an update on the Fairfield Historical Society, stating that the Historical Society was changing its meeting date to the first Tuesday of the month at the Elisha Morgan Mansion.

**Planning Commission Update:** Bob Myron reported that at the last Planning Commission meeting, the commission approved permits for Raising Canes Restaurant to construct on the south-east corner of Dixie Highway and Nilles Road.

**School Board Update:** Billy Smith reported that the third quarter of the school year was completed and that the Board had approved the names of the new schools being constructed; along with naming the principals of those schools.

**Environmental Commission Update:** Bob Schappacher reported that the Environmental Commission had met in February and David Butsch (Public Works Director and certified Arborist) had been the speaker. The Commission also discussed the Home Expo giveaways (tree seedlings), its 2016 goals/objectives and the upcoming Tree Commission Academy graduation. EC members Gwen Richie, Veronica Craig and Tom Nault would be graduating from the TCA on March 14, 2016.

**Cultural Arts Advisory Commission Update:** Heidi Schiller reported that the CAAC had discussed the upcoming 2016 seasons and the productions were booked through December 2016. Ms. Schiller reported that the CAAC had discussed the upcoming Farmers Market and its partnership with the Lane Library, along with planning for the June Fine Arts Fair.

**Golf /Aquatics Ad Hoc Committee:** Doug Meece reported that the Recreation Facilities Business Plan had been covered. Mr. Meece also reported on the golf maintenance building renovations, the phase 3 irrigation project and proposed bath house renovations

#### **OLD BUSINESS:**

**Resolution 2016-08 (Second Reading):** Be it resolved that the Fairfield Parks and Recreation Board adopts Resolution 2016-08, replacing Resolution 2015-06, as follows: Section 1: New Section 100.19, paragraph e) of the City of Fairfield Parks and Recreation Site Rules and Regulations as established by the Fairfield Parks and Recreation Board are hereby amended and adopted to read as follows: See Attached Exhibit "1".

It was moved and seconded to suspend the third reading and adopt. The resolution passed unanimously.

**NEW BUSINESS:** Dean Bruewer stated that he had been reading about the City of Hamilton's bike projects and would it be possible for a representative of the City of Hamilton to make a presentation to the Board? Mr. Bell stated that he would make contact with representatives of the Hamilton projects and attempt to arrange a presentation at a subsequent Board meeting.

**COMMENTS FROM THE AUDIENCE:** None

**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, March 15, 2016, at 6:00 PM, at the Fairfield Community Arts Center.

Cyndi A. Kreke,  
Secretary