

**City of Fairfield Minutes
Regular Meeting of City Council
May 12, 2025**

Council-Manager Briefing

6:00 PM - Town Center

Mayor Rhodus called the briefing to order at 6:00 PM. Councilmembers present were: Leslie Besl, Dale Paullus, Debbie Pennington, Adam Kraft, Tim Meyers, Matt Davidson and Gwen Brill.

Staff members present: Scott Timmer, Greg Kathman, Nathaniel Kaelin, Eva Adams, Alisha Wilson, Steve Wolterman, Laurie Murphy, Adam Sackenheim, Mandi Brock, Diana Davenport, Steve Maynard, Tom Lakamp, Ben Mann and Jason Hunold.

Development Services Director Kathman and Economic Development Manager Kaelin presented the Town Center update. Development Specialist Adams presented the Flavors of Fairfield. See attached slides.

Business Meeting Call to Order

Mayor Rhodus called the Regular Meeting to order at 7:02 PM.

Prayer/Pledge of Allegiance

Councilmember Pennington led in prayer and Pledge of Allegiance.

Roll Call

Councilmembers present included:

Councilmember, 1st Ward Leslie Besl
Councilmember, 2nd Ward Dale Paullus
Councilmember, 3rd Ward Debbie Pennington
Councilmember, 4th Ward Adam Kraft
Councilmember, At-Large Tim Meyers
Councilmember, At-Large Matt Davidson
Councilmember, At-Large Gwen Brill

Agenda Modifications

None.

Executive Session Requests

None.

Special Presentations

None.

Citizen Comments

None.

Council Reports

Councilmember Brill announced the splash pad opening on May 17 at 11 AM at Harbin Park and invited everyone to attend.

Councilmember Meyers congratulated the Finance Department for receiving the Government Financial Officers Association Certificate of Achievement for excellence in reporting for 2023 and Outstanding Achievement in Popular Annual Reporting for 2023. He also reported that the City renewed bond anticipation notes in April with a lower rate, which will save approximately \$18,000 due to the outstanding financial rating of the city.

Councilmember Kraft extended a thank you to Development Services team for briefing regarding Town Center and stated that he is excited for new changes to the area.

Councilmember Pennington announced the residential tree program advertised in next Fairfield Flyer and reported that the City has approved cost share for 40 trees so far.

Councilmember Besl reiterated the splash pad ribbon cutting on Saturday. She also reported that the Farmers Market opens on Wednesday and first Groovin on the Green is coming up on May 29 and will continue weekly with a tremendous line-up.

Public Hearing(s)

None

Approval of Minutes

1. Regular Meeting Minutes - April 28, 2025

The Regular Meeting Minutes of April 28, 2025 were approved as written and submitted.

Old Business

None.

New Business - Motion to Read All New Business by Title Only

Councilmember Besl, seconded by Councilmember Paullus, moved to read all New Business by title only. Motion carried 7-0.

1. Development Services - Councilmember Adam Kraft

a. Ordinance to authorize the City Manager to execute an amendment to the lease with American Tower and declaring an emergency.

In 1998, the City entered into a lease agreement with AT&T Wireless to enable AT&T to install an antenna tower for wireless and cellular communication services on a City-owned site along Joe Nuxhall Way near the Fairfield Optimist Club. The lease was subsequently amended twice, in 2002 and 2012, to add additional area to the lease and to extend the lease term. At some point, the lease was transferred from AT&T to a company named American Tower.

American Tower currently pays a base rent of \$19,360 per year. Additionally, the company allows other cellular companies to lease space ("collocate") on the tower. The City is guaranteed 50% of any collocation fees collected.

American Tower recently approached the City to express interest in negotiating a third amendment to the lease. The company believes there is an opportunity to increase the marketability of the tower to potentially attract additional collocations. City staff, with assistance from the Law Department, have negotiated a draft third amendment. Execution of the third amendment would result in:

- The payment to the City of a one-time signing bonus of \$15,000
- An extension of the lease term, currently due to expire on June 30, 2043, for up to four additional five-year renewal terms
- An expansion of the lease area by an additional 500 square feet to accommodate new tower equipment
- The continuation of the 50/50 collocation fee split

Councilmember Adam Kraft, seconded by Dale Paullus, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Adam Kraft, seconded by Dale Paullus, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 61-25. APPROVED 7-0.

- b. An Ordinance approving and authorizing execution of a Special Assessment Refund Agreement for the Forest Fair Mall Redevelopment Project and declaring an emergency.

As part of the redevelopment of the former Forest Fair Mall property, the current property owner (Cincinnati Holding Co.) and prospective developer (Hillwood) are preparing to pay off outstanding bonds that were issued in 2004 when the Mills Corporation renovated the mall property. The bonds were issued by the Port Authority of Greater Cincinnati and financed the construction of public parking and roadway improvements.

Special assessments paid by the property owners were established to repay the bonds. The assessments are collected by the Butler County Treasurer. The Treasurer transfers the payments to the City, which in turn transfers the payments to the Port Authority to repay the bond holders.

As proposed, the outstanding bonds will be paid off as part of the real estate closing when Cincinnati Holding Co. sells a portion of the site to Hillwood. It is anticipated that some amount of special assessments will also be paid to the Butler County Treasurer but will no longer be needed for the original purpose because the bonds will have been paid off.

Accordingly, the project partners have reasonably requested that the City refund any such special assessments that are received after the bonds are paid off. Approval of the ordinance

would authorize the City Manager to execute a Special Assessment Refund Agreement which outlines the terms of the refund if such assessments are received.

The special assessments are also collected on the portion of the mall located in Forest Park. The City of Forest Park is similarly anticipated to approve a refund agreement.

Councilmember Adam Kraft, seconded by Debbie Pennington, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Adam Kraft, seconded by Gwen Brill, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 62-25. APPROVED 7-0.

2. Parks & Recreation - Councilmember Leslie Besl

- a. Ordinance to authorize the City Manager to enter into a service agreement with Kaizen Laboratories Inc. to develop and provide a new, updated recreation management software solution for use by the Parks and Recreation Department, and declaring an emergency.

The City of Fairfield's Parks and Recreation Department currently generates about \$2.5M annually in revenues as related to golf, aquatic center, theater productions, classes, facility rentals, and concessions. The current recreation software system used to manage these activities is outdated, cumbersome to use, and not mobile-friendly. City staff desires a new recreation management software solution customized to the Fairfield experience. City staff believes that transitioning to a new solution will significantly enhance our customer experience and drive revenue in return.

City staff evaluated at least four (4) recreation software platforms based on quality criteria and determined that the Kaizen Laboratories Inc. system is the best option for Fairfield.

Other solutions evaluated included: Rec Track; Civic Rec; and Smart-Rec. Kaizen Laboratories Inc. offers a fully customizable software platform and point of sale system with modules for:

- facility reservations
- memberships and passes
- golf
- program registrations
- event management

In addition to a mobile-friendly public-facing portal, the Kaizen solution is constructed with an advanced administrative "back-end" which will allow the City to track attendance records, create improved program rosters, generate master schedules for facilities and programs, and monitor inventory in real-time - among other things.

Councilmember Meyers asked when the new system will be deployed. Director Brock stated October 31 target date and it will be a lot easier to use.

Councilmember Leslie Besl, seconded by Dale Paullus, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Leslie Besl, seconded by Adam Kraft, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 63-25. APPROVED 7-0.

3. Public Utilities - Councilmember Matt Davidson

- a. Ordinance to authorize the City Manager to enter into a contract with Polydyne, Inc. for the purchase of Sludge Conditioning Polymer

The City of Fairfield's Wastewater Treatment Plant (WWTP) generates a Class B Biosolid which is beneficially reused on farm fields in Butler and Clermont counties. Anaerobically digested liquid sewage sludge is dewatered with use of sludge conditioning polymer and a Bioswing screw-press. The sludge conditioning polymer carries a cationic charge, which promotes flocculation and release of free-water from the negatively charged digested sludge. The screw-press is used for filtering and compaction of the sewage sludge.

This contract was prepared for competitive bidding, with one (1) bid received on April 21, 2025. Public Utilities Department staff is recommending that a three (3) year contract, with City option for two (2) additional one (1)-year terms, be awarded to Polydyne Inc., the sole bidder and current polymer provider. The bid is summarized on the attached sheet.

In 2024 the WWTP spent approximately \$70,000.00 on polymers. Current contract sludge conditioning polymer cost is \$1.55 per pound; the new contract price will be the same in year one.

Councilmember Matt Davidson, seconded by Gwen Brill, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Matt Davidson, seconded by Gwen Brill, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 64-25. APPROVED 7-0.

4. Public Works - Councilmember Debbie Pennington

- a. Ordinance to authorize the City Manager to execute a contract with Jerry Pate Turf and Irrigation dba Century Equipment for the purchase of a Toro Groundmaster 4000 mower and declaring an emergency.

This request is for the purchase of a Toro Groundmaster 4000 mower with attachments to replace unit #233 (a 1991 Ford Tractor) due to age and condition. The old unit will be auctioned. This equipment is being purchased through Jerry Pate Turf and Irrigation dba Century Equipment with contracts held with Sourcewell joint purchasing program, contract #34142 (Toro #031121-TTC), utilizing Ohio Revised Code Section 9.48 (B)(2) allowing for the purchase of contract items through a joint purchasing program operated by or through a national or state association of political subdivisions in which the City is a

member thereof.

Councilmember Debbie Pennington, seconded by Dale Paullus, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Debbie Pennington, seconded by Adam Kraft, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 65-25. APPROVED 7-0.

- b. Ordinance to authorize the City Manager to enter into a contract with FYDA Freightliner Cincinnati, Inc. for the purchase of a Freightliner 108SD single axle truck cab and chassis for the Street Division of the Public Works Department and declaring an emergency.

This request is for the purchase of a Freightliner 108SSD single axle truck cab and chassis to replace the Street Division's Snow Plow Truck #28 (2002 International 4900) due to age and condition. Unit #28 will be auctioned. This unit will be outfitted with snow equipment under a separate contract. This truck is listed under O.D.O.T. Bid #023-26 with permission of use granted by The Ohio Revised Code section 5513.01(B).

Councilmember Debbie Pennington, seconded by Adam Kraft, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Debbie Pennington, seconded by Tim Meyers, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 66-25. APPROVED 7-0.

- c. Ordinance to authorize the City Manager to enter into a contract with FYDA Freightliner Cincinnati, Inc. for the purchase of a Freightliner M2 106 single axle truck cab and chassis for the Street Department and declaring an emergency.

This request is for the purchase of a Freightliner M2 106 single axle truck cab and chassis to move the Street Departments Brush Pickup Truck #003 (2001 International 4900) to a spare/fourth unit due to age and condition. By no longer using a small box behind a spare snow plow and using a larger fourth truck when conditions dictate, Public Works will be able to improve our operational efficiency and service. This unit will be outfitted with flat bed and leaf box under a separate contract. This truck is listed under O.D.O.T. Bid #023-26 with permission of use granted by The Ohio Revised Code section 5513.01(B).

Councilmember Debbie Pennington, seconded by Tim Meyers, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Debbie Pennington, seconded by Tim Meyers, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 67-25. APPROVED 7-0.

- d. Ordinance to authorize the City Manager to enter into a contract with WA Jones for the outfitting of a Freightliner 108SD single axle truck cab and chassis for the Street

Department and declaring an emergency.

This request is for the outfitting of a Freightliner 108 SD with snow equipment to replace unit #028 (a 2002 International 4900) due to age and condition. The old unit will be auctioned. The Cab and Chassis was requested under a separate item. This equipment with installation is being purchased through WA Jones with contracts held with Sourcewell joint purchasing program, contract #62222-AEB, utilizing Ohio Revised Code Section 9.48 (B)(2) allowing for the purchase of contract items through a joint purchasing program operated by or through a national or state association of political subdivisions in which the City is a member thereof.

Councilmember Debbie Pennington, seconded by Tim Meyers, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Debbie Pennington, seconded by Tim Meyers, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 68-25. APPROVED 7-0.

- e. Ordinance to authorize the City Manager to enter into a contract with Best Equipment Company for the purchase of an ODB LCT650 Leaf Machine for the Street Department and declaring an emergency.

This request is for the purchase of an ODB LCT650 Leaf Machine to be used by the Street Division to pick up leaves citywide. This unit will replace #204 (a 2004 ODB leaf loader). #204 will be moved to a spare unit. Public Works has previously operated with four machines. With the restructuring in November of 2024, it is deemed to be an operational efficiency improvement to keep a fifth unit as a spare during leaf season. The equipment is being purchased through Best Equipment Company using the Sourcewell joint purchasing program, contract #031121-ODB, utilizing Ohio Revised Code Section 9.48 (B)(2) allowing for the purchase of contract items through a joint purchasing program operated by or through a national or state association of political subdivisions in which the City is a member thereof.

Councilmember Debbie Pennington, seconded by Tim Meyers, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Debbie Pennington, seconded by Tim Meyers, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 69-25. APPROVED 7-0.

5. Finance & Budget - Councilmember Tim Meyers

- a. Ordinance to amend Ordinance No. 158-24 entitled "An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2025, and ending December 31, 2025."
- Supplemental Appropriations

Supplemental appropriation of \$300,000 requested from the TED Fund for city's funding

commitment per the Development Agreement for the Forest Fair Mall Redevelopment.

Councilmember Tim Meyers, seconded by Leslie Besl, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Tim Meyers, seconded by Adam Kraft, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 70-25. APPROVED 7-0.

- b. Ordinance to amend Ordinance No. 158-24 entitled "An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2025, and ending December 31, 2025."
- Contractual Appropriations: \$648,000 total (Detail: \$130,000 purchase of Freightliner Truck (Public Works); \$121,000 purchase of Freightliner Snow Plow (Public Works); \$159,000 outfitting of snow plow (Public Works); \$120,000 purchase of mower (Public Works); \$95,000 purchase of leaf machine (Public Works); \$23,000 bunker renovation additions (Parks & Recreation))

Councilmember Tim Meyers, seconded by Dale Paullus, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Tim Meyers, seconded by Adam Kraft, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 71-25. APPROVED 7-0.

\$23,000 - Bunker Renovation Additions (existing contract - Parks & Recreation)

- c. Ordinance to amend Ordinance No. 158-24 entitled "An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2025, and ending December 31, 2025."
- Non-Contractual Appropriations: \$903,547 total

Councilmember Tim Meyers, seconded by Gwen Brill, moved to suspend second and third readings. Motion carried Yes 7, No 0, Abstained 0. Councilmember Tim Meyers, seconded by Adam Kraft, moved to adopt. Motion carried Yes 7, No 0, Abstained 0.

ORDINANCE NO. 72-25. APPROVED 7-0.

\$42,000.00 - Water Division - Fire Hydrants and repair parts (Public Utilities)

\$70,000 - Wastewater Plant Power Generator (Public Utilities)

\$33,691 - Winton Hills Park Automatic Gate Installation (Public Works)

\$42,000 - Installation of Locution Fire Alerting System (Fire Department)

\$40,000 - purchase of a CAT Fork Lift (Public Works)

\$70,000 - outfitting of equipment for the new brush truck #004 (Public Works)

\$74,725 - purchase of a new Utility Truck for the Water Division (Public Works)

\$85,000 - Repairs and Upgrades to the Justice Center (multiple vendors; Public Works)

\$30,000 - Repairs and Upgrades to the Lane Library (Public Works)

\$133,190 - purchase & outfitting of a new Utility Truck for the Water Division (multiple vendors; Public Works)

\$102,941 - purchase & outfitting of a new Utility Truck for the Sewer Division (multiple vendors; Public Works)

\$45,000 - purchase of a Chevrolet Equinox Electric Vehicle (Public Works)

\$95,000 - purchase & outfitting of a Staff Vehicle for the Fire Department (multiple vendors; Public Works)

\$40,000 - Municipal Building Upgrades (Public Works)

Meeting Schedule

Tuesday, May 27 - Council-Manager Briefing, 6:00 PM; Regular Meeting, 7:00 PM

Monday, June 9 - Council-Manager Briefing, 6:00 PM; Regular Meeting, 7:00 PM

Monday, July 14 - Council-Manager Briefing, 6:00 PM; Regular Meeting, 7:00 PM

Clerk Wilson read the meeting schedule.

Executive Session of Council (if Needed)

None.

Adjournment

The Regular Meeting adjourned at 7:25 PM.

ATTEST:



Clerk of Council



Mayor's Approval

Date Approved: 5/27/25



Fairfield Town Center Update

Development Services Department

May 12, 2025



Agenda

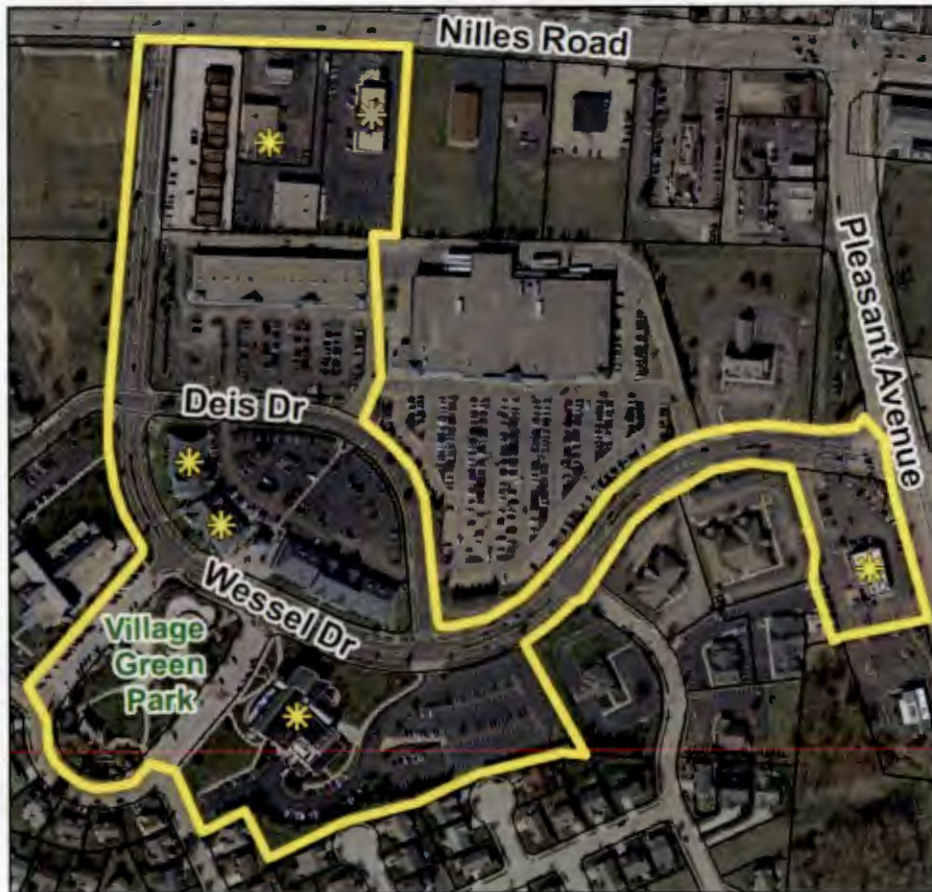
1. Recent Town Center Efforts
2. Town Center Signage Plan
3. Future Opportunities
4. Flavors of Fairfield





1. Recent Town Center Efforts

Designated Outdoor Refreshment Area (DORA)



Village Green Park

Playground Enhancements



Events & Programming



Riegert Square Investments



Riegert Square Investments

BEFORE



Riegert Square Investments

AFTER



Riegert Square Investments

BEFORE



AFTER



Property Acquisitions

Fairfield City Square



Hamilton Wellfield Site



Placemaking Strategy

- Wayfinding & Signage
- Trails & Connectivity
- Tactical & Creative Placemaking
- Neighborhood Strategies
- Development Opportunities





2. Town Center Signage Plan

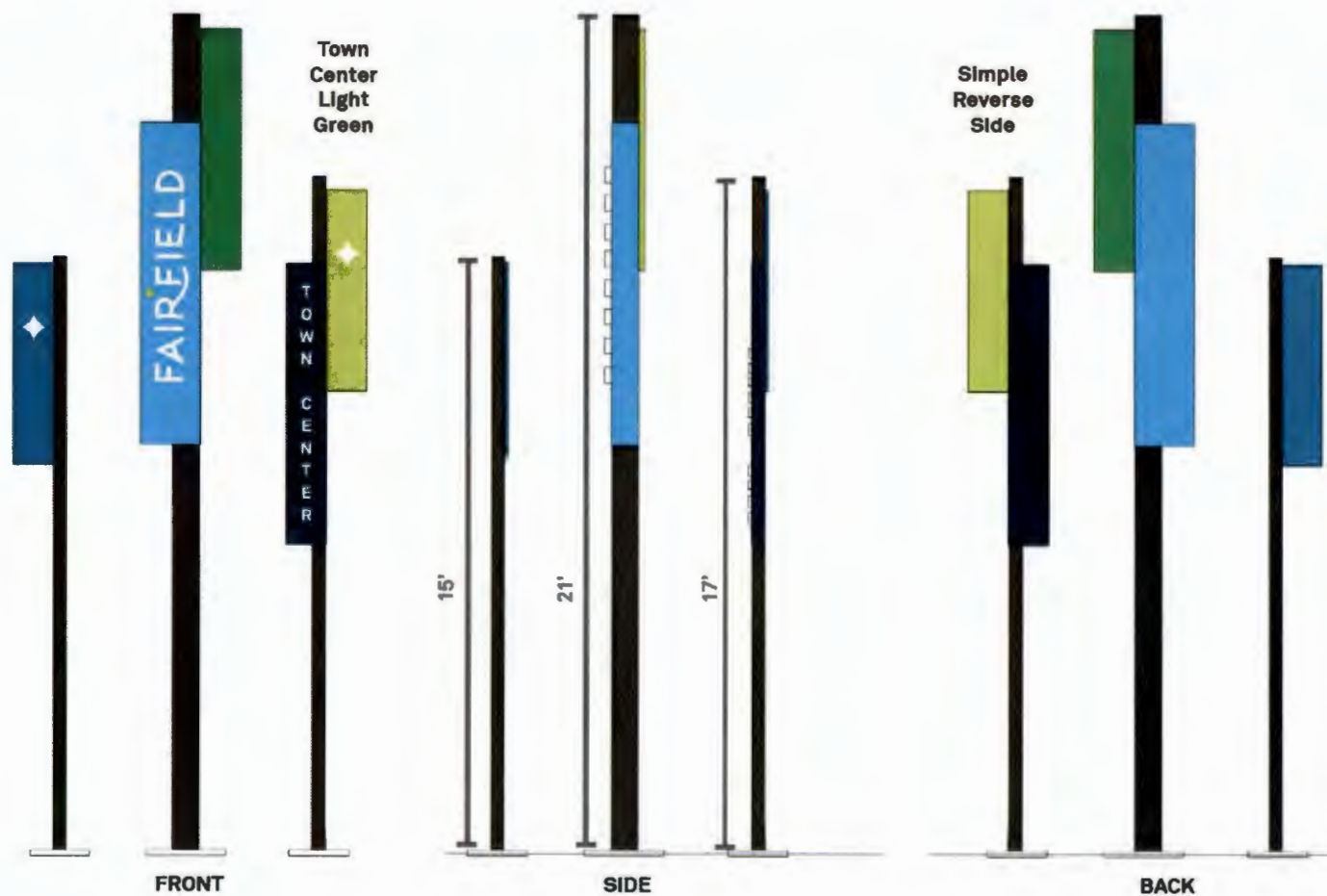
Wayfinding & Signage Goals

- Strengthen identify of the Town Center
- Refresh existing signage with current City branding
- Set the stage for future placemaking and development





Gateway Signs



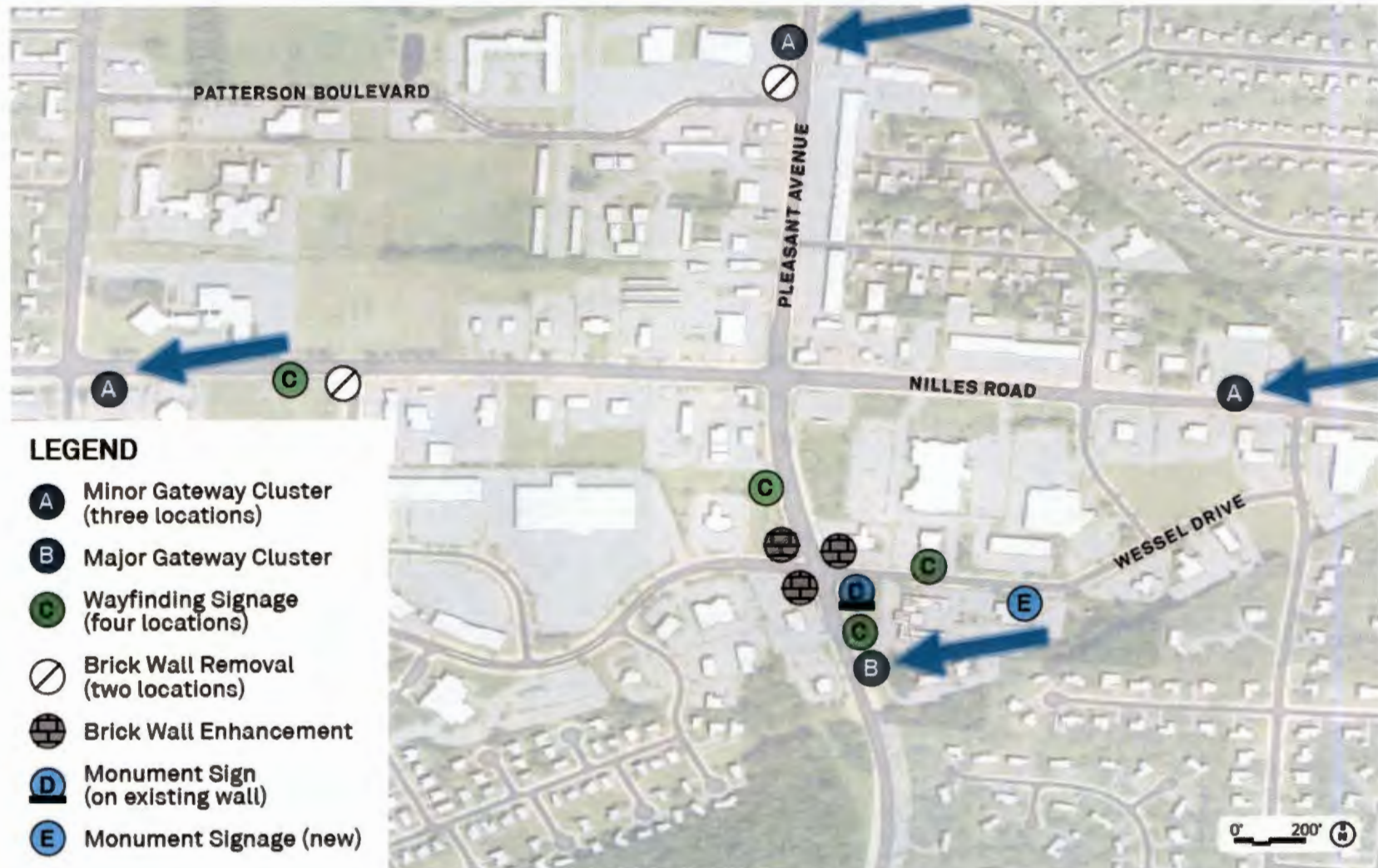
Gateway Signs



Proposed Major Gateway
(South Pleasant Avenue)



Proposed Minor Gateway
(North Pleasant Avenue)



Wayfinding Signs



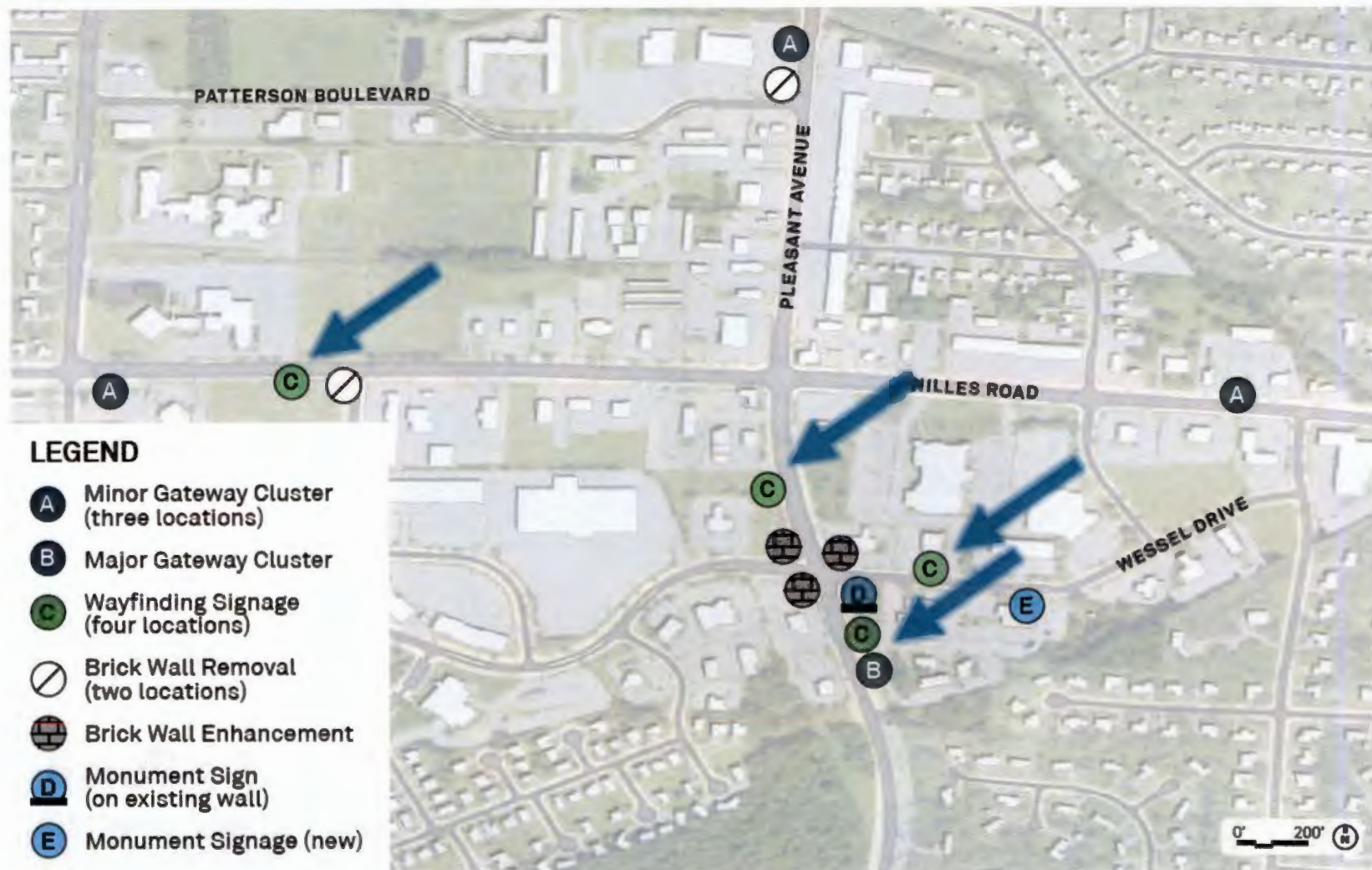
Existing City Wayfinding
(Pleasant Avenue near Wessel Drive)



Existing County Wayfinding
(Pleasant Avenue near Wessel Drive)

Wayfinding Signs





Municipal Complex Signs



Existing Municipal Building Sign



Proposed Municipal Building Sign

Municipal Complex Signs



Existing Municipal Annex Sign



Proposed Municipal Annex Sign

Monument Signs



**Existing Brick Monument Sign
(NE Corner of Pleasant & Wessel)**



Proposed Brick Landscape Background

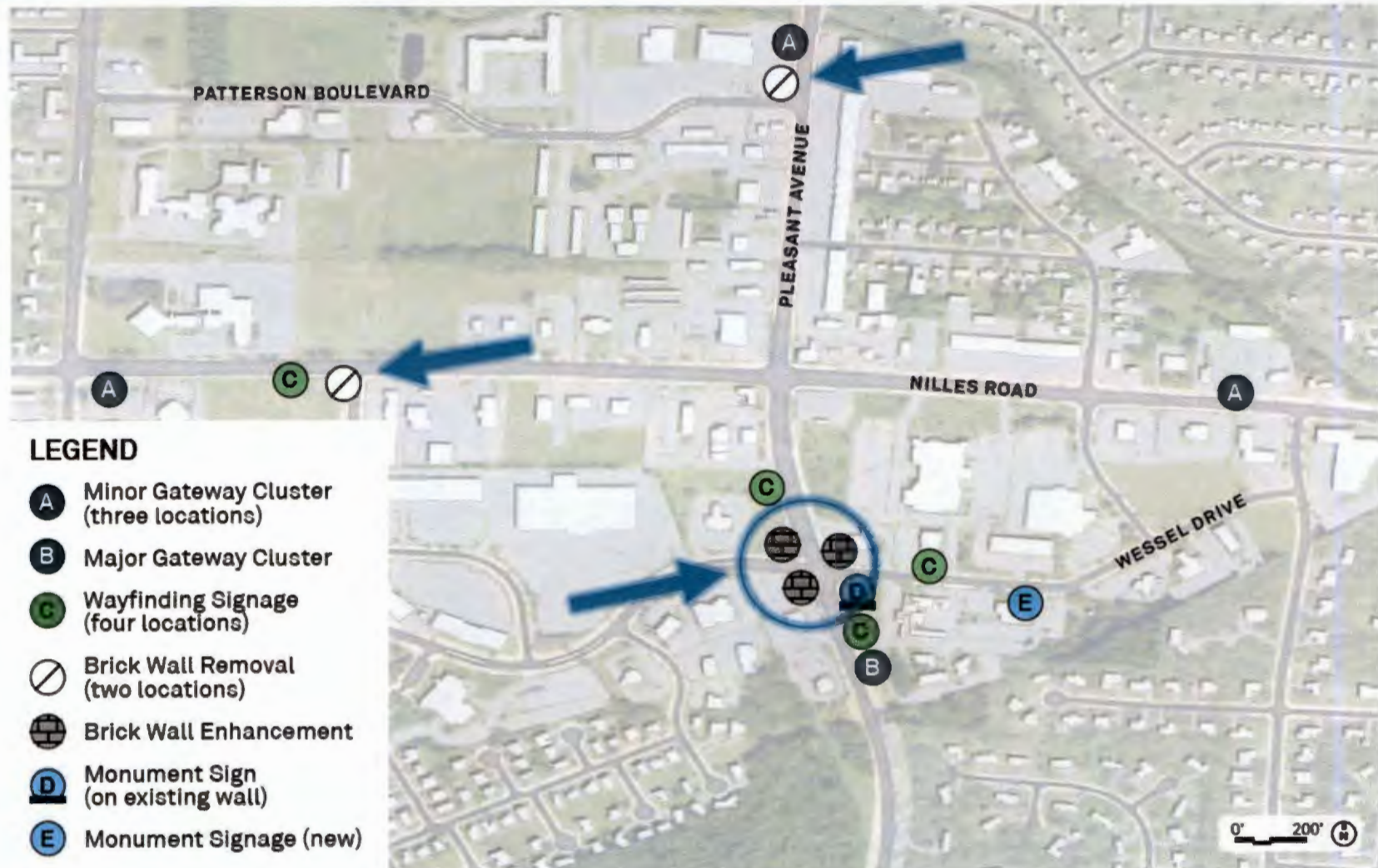
Monument Signs



Existing Brick Monument Signs
(Western Corners of Pleasant & Wessel)



Proposed Brick Landscape Backgrounds





3. Future Opportunities

Private Development



**Bank of America
(780 Nilles Road)**



**Wessel & Sandy Land Site
(730 Wessel Drive)**

Connectivity



Fairfield City Square



5127 Pleasant Avenue

Wellfield Site



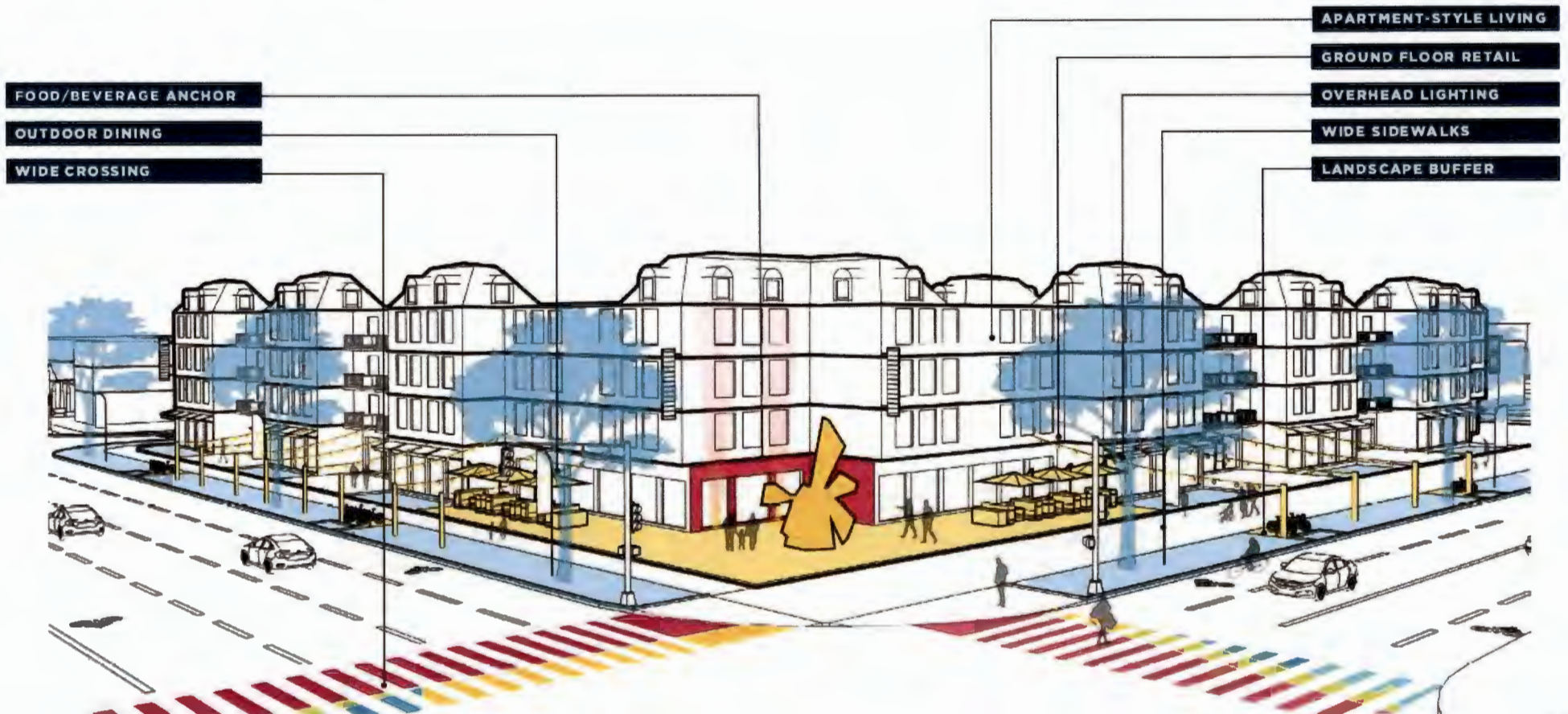
WELLFIELD SITE DEVELOPMENT

Adjacent to the walkable Village Green and at the intersection of Wessel and Nilles is an underutilized parcel currently owned by the City of Hamilton that would make an excellent mixed-use, public-private partnership development that anchors the Village Green area to the city center.

- Bring in new food and beverage options
- Provide attractive housing for young adults
- Extend the Village Green character north



Wellfield Site





Questions?



4. Flavors of Fairfield

Flavors of Fairfield 2025



Mofongo City
Dominican



Everest Kitchen
Nepali & Indian



Pho District Cincy
Vietnamese



Caruso's Ristorante
Italian



The Plove
Turkish/Uzbek



Trinity Diner
African

Flavors of Fairfield 2025



MAY 9 – AUG. 10



Flavors of Fairfield 2025



27 Restaurants
& Bakeries



Flavors of Fairfield 2025

FlavorsofFairfield.com



START HERE



Flavors of Fairfield 2025

4 CHECK-INS



8 CHECK-INS



Chance to Win

Flavors of Fairfield 2025



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Thank You

FAIRFIELD
OHIO