

**City of Fairfield
Minutes
Regular Meeting of City Council
April 22, 2019**

Council-Manager Briefing

Mayor Miller called the briefing to order at 6:30 PM. Councilmembers present: Leslie Besl, Craig Keller, Debbie Pennington, Tim Abbott, Ron D'Epifanio, Chad Oberson and Bill Woeste.

Parks & Recreation Director Tiphonie Howard presented a Parks Update. See attached slides.

6:30 PM - Parks Update

Mayor Miller called the briefing to order at 6:30 PM. Councilmembers present were Leslie Besl, Craig Keller, Debbie Pennington, Tim Abbott, Chad Oberson and Bill Woeste.

Staff members present were: Mark Wendling, Dan Wendt, Tiphonie Howard, Steve Wolterman, Steve Maynard, Scott Timmer, Dave Butsch and Carol Mayhall.

Parks & Recreation Director Tiphonie Howard presented the Parks Update. See attached slides.

Business Meeting Call to Order

Prayer/Pledge of Allegiance

Councilmember Besl led in prayer and Pledge of Allegiance.

Roll Call

Councilmembers present included:

Attendee Name	Title	Status	Arrived
Ron D'Epifanio	Council Member at Large	Excused	
Chad Oberson	Council Member at Large	Present	
Bill Woeste	Council Member at Large	Present	
Leslie Besl	Council Member, 1st Ward	Present	
Craig W. Keller	Council Member, 2nd Ward	Present	
Debbie Pennington	Council Member, 3rd Ward	Present	
Tim Abbott	Council Member, 4th Ward	Present	
Steve Miller	Mayor	Present	

Councilmember Oberson, seconded by Councilmember Abbott, moved to excuse Councilmember D'Epifanio. Motion carried 6-0.

Agenda Modifications

None.

Executive Session Requests

None.

Special Presentations and Citizen Comments

a. Parents Who Host Lose the Most - Proclamation & Student Presentation

Mayor Miller presented a proclamation to students from Fairfield High School and the Fairfield Prevention Coalition. Deb Neyer, with Fairfield Prevention Coalition, invited everyone to attend the Community Rally at Fairfield High School on Friday, May 10. Fairfield High School students addressed Council regarding the recent statistics of student use of alcohol and drugs and activities they have planned to raise awareness to students and their parents before prom night.

b. Arbor Day Proclamation

Mayor Miller presented the Arbor Day proclamation to members of the Parks & Recreation Board and Environmental Commission.

c. National Association of Letter Carriers Food Drive Proclamation

Mayor Miller presented the proclamation to employees of the Fairfield Branch of the United States Post Office.

d. Citizen Comments

LaDonna Gerhardt, widow of former City Manager Bob Gerhardt, addressed Council and thanked the City for their kindness and involvement in her husband's funeral.

Public Hearing(s)

None.

Approval of Minutes

- a. The Regular Meeting Minutes of April 8, 2019 were approved as written & submitted.

OLD BUSINESS AND REPORTS

Public Works Committee

Chad Oberson, Chair; Ron D'Epifanio, Vice Chair; Bill Woeste, Member

Motion to Suspend Rules

Councilmember Oberson presented the second reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Ordinance to authorize the City Manager to enter into a contract with Barrett Paving for the 2019 Asphalt Paving and Resurfacing Project and an agreement with the City of Hamilton to cooperatively pave Symmes Road between Seward Road and ByPass 4.

Recommendation:

The staff recommends that City Council authorize the City Manager to enter into a contract with Barrett Paving for the 2019 Asphalt Paving and Resurfacing Project at the unit prices indicated and to enter into an agreement with the City of Hamilton to cooperatively pave Symmes Road between Seward Road and Bypass 4.

It is further recommended that City Council authorize and direct the preparation of legislation for the appropriation of funding in the amount of \$1,950,000.00 from the Street Improvement Fund for this project.

ORDINANCE NO. 40-19. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

NEW BUSINESS**Community & Public Relations Committee**

Leslie Besl, Chair; Debbie Pennington, Vice Chair; Craig Keller, Member

Simple Motion: Motion to approve the 2019 Summer Meeting Schedule for City Council Meetings.

Recommendation:

It is recommended that Council, via simple motion, approve the summer meeting schedule for 2019. City Council will meet on only the second Monday of each month of June, July and August.

SIMPLE MOTION NO. 7-19. APPROVED 6-0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Leslie Besl, Council Member, 1st Ward
SECONDER:	Debbie Pennington, Council Member, 3rd Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Development Services Committee

Bill Woeste, Chair; Tim Abbott, Vice Chair; Ron D'Epifanio, Member

Motion to Read by Title Only

Motion to read one (1) ordinance by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Craig W. Keller, Council Member, 2nd Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Motion to Suspend Second and Third Readings

Councilmember Woeste presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Debbie Pennington, Council Member, 3rd Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Ordinance to authorize the City Manager to execute an agreement with Patriot Engineering and Environmental, Inc. to prepare and execute a grant application for the Ohio Abandoned Gas Station Cleanup Program at 5852 Dixie Highway for the removal of gas tanks and the assessment and cleanup of the petroleum impacted soil and groundwater and declaring an emergency.

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this ordinance and pass as an emergency.

ORDINANCE NO. 41-19. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Public Safety Committee

Ron D'Epifanio, Chair; Craig Keller, Vice Chair; Tim Abbott, Member

Simple Motion: Motion to withdraw hearing request regarding a liquor permit application in the name of Wett Willies LLC, 7121 Dixie Highway & Patio, Fairfield, OH 45014 (Permit Classes D1, D2, D3, D3A & D6).

Recommendation:

It is recommended that City Council, via simple motion, withdraw its request for a hearing on the liquor permit application for in the name of Wett Willies LLC, 7121 Dixie Highway & Patio, Fairfield, OH 45014 (Permit Classes D1, D2, D3, D3A & D6).

SIMPLE MOTION NO. 8-19. APPROVED 6-0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Craig W. Keller, Council Member, 2nd Ward
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Simple Motion: Motion to not request a hearing regarding a liquor permit application in the name of Two American Brothers, LLC dba Jiffy Mart, 535 Dixie Highway, Unit F, Fairfield, OH 45014 (Permit Class C1, C2 & D6).

Recommendation:

It is recommended that City Council request, by simple motion, that **no hearing be held** on the

liquor permit application in the name of Two American Brothers, LLC dba Jiffy Mart, 535 Dixie Highway, Unit F, Fairfield, OH 45014 (Permit Class C1, C2 & D6).

SIMPLE MOTION NO. 9-19. APPROVED 6-0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Craig W. Keller, Council Member, 2nd Ward
SECONDER:	Debbie Pennington, Council Member, 3rd Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Simple Motion: Motion to not request a hearing regarding a liquor permit application in the name of Thorntons LLC dba Thorntons 550, 6347 Dixie Highway, Fairfield, OH 45014 (Permit Class C1, C2 & D6).

Recommendation:

It is recommended that City Council request, by simple motion, that **no hearing be held** on the liquor permit application in the name of Thorntons LLC dba Thorntons 550, 6347 Dixie Highway, Fairfield, OH 45014 (Permit Class C1, C2 & D6).

SIMPLE MOTION NO. 10-19. APPROVED 6-0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Craig W. Keller, Council Member, 2nd Ward
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Public Works Committee

Chad Oberson, Chair; Ron D'Epifanio, Vice Chair; Bill Woeste, Member

Motion to Read by Title Only

Motion to read one (1) ordinance by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Craig W. Keller, Council Member, 2nd Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Motion to Suspend Second and Third Readings

Councilmember Oberson presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Ordinance to authorize the City Manager to enter into an Ohio Kentucky Indiana Regional Council of Governments (OKI) Surface Transportation Program Application and Agreement for South Gilmore Road Improvements between Mack Road and Resor Road and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the preparation of legislation, with rules suspension and emergency provision, authorizing the City Manager to execute and file the application for financial assistance, and enter into an agreement for a grant to fund a portion of the South Gilmore Road Improvements between Mack Road and Resor Road.

ORDINANCE NO. 42-19. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Leslie Besl, Council Member, 1st Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Finance & Budget Committee

Tim Abbott, Chair; Leslie Besl, Vice Chair; Chad Oberson, Member

Motion to Read by Title Only

Motion to read one (1) resolution and two (2) ordinances by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Craig W. Keller, Council Member, 2nd Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Resolution to approve and adopt the City of Fairfield, Ohio 2019-2023 Capital Improvement Program.

Recommendation:

It is necessary for City Council to pass a resolution to approve the 2019-2023 Capital Improvement Program.

It is recommended that City Council authorize and direct the preparation of legislation adopting the 2019-2023 Capital Improvement Program.

RESOLUTION NO. 3-19. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this resolution.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Debbie Pennington, Council Member, 3rd Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Ordinance to amend Ordinance No. 127-18 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, 2019, and ending December 31, 2019.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 43-19. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Chad Oberson, Council Member at Large
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Debbie Pennington, Council Member, 3rd Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Ordinance to amend Ordinance No. 127-18 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, 2019, and ending December 31, 2019.” Non-Contractual Appropriations: \$55,000 for Fairfield Greens Mowers/Equipment Replacement (multiple vendors); \$19,350 for Golf Course Improvements and Maintenance; \$55,000 for replacement of personal protective equipment (multiple vendors); \$20,000 for relief sewer sluice gates; \$7,500 for sanitary sewer flow modeling; \$17,010 for root control maintenance program; \$5,100 for inspection services for water storage tank; \$25,000 Ballistic Equipment for SWAT Medics.

Recommendation:

Non-Contractual Appropriations: \$55,000 for Fairfield Greens Mowers/Equipment Replacement (multiple vendors); \$19,350 for Golf Course Improvements and Maintenance; \$55,000 for replacement of personal protective equipment (multiple vendors); \$20,000 for relief sewer sluice gates; \$7,500 for sanitary sewer flow modeling; \$17,010 for root control maintenance program; \$5,100 for inspection services for water storage tank; \$25,000 Ballistic Equipment for SWAT Medics.

ORDINANCE NO. 44-19. APPROVED 6-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Craig W. Keller, Council Member, 2nd Ward
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Oberson, Woeste, Besl, Keller, Pennington, Abbott
EXCUSED:	D'Epifanio

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- A. Monday, May 13 - Council-Manager Briefing, 6:00 PM; Regular Meeting, 7:00 PM
- B. Tuesday, May 28 - Council-Manager Briefing, 6:00 PM; Regular Meeting, 7:00 PM
- C. Monday, June 10 - Council-Manager Briefing, 6:00 PM; Regular Meeting, 7:00 PM

Executive Session of Council (if needed)

None.

14. ADJOURNMENT

The Regular Meeting adjourned at 7:40 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____

Parks & Recreation Update

2019 Agency Performance Review

NRPA Agency Performance Review

- ▶ Annual benchmarking study with similar agencies.
 - ▶ Benefit of the CAPRA accreditation.
 - ▶ Customized analysis of our best practices vs. other agencies with similar “genetics”.
- ▶ Why is this report valuable?
 - ▶ The data that is generated from the report drives optimal decision making as a department.
 - ▶ It provides insights into our current overall health as an organization and where we can go into the future.

Park Metrics Measured

- ▶ The review measures the following 15 metrics:
 - ▶ Operating expenditures per capita
 - ▶ Revenue per capita
 - ▶ Total revenue to total operating expenditures
 - ▶ Total tax expenditures per capita
 - ▶ Park operating expenditures per acre of parkland
 - ▶ Operating expenditures per acre of parkland
 - ▶ Operating expenditures per acres of parks and non-park sites
 - ▶ Operating expenditures per FTE (Full Time Equivalent Employees)
 - ▶ FTE's per 10,000 population
 - ▶ Acres of parks per 1,000 residents
 - ▶ Number of residents per park
 - ▶ Number of acres per park
 - ▶ Number of participants per program
 - ▶ Ratio of fee programs to all programs
 - ▶ Ratio of building attendance to park attendance

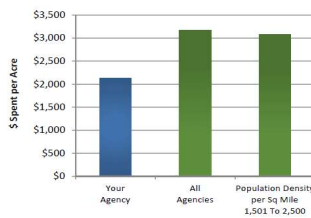
Metrics That Matter

- ▶ Of the 15 metrics that are measured, the results that are weighed the heaviest:
 - ▶ Operating expenditures per capita
 - ▶ Are we funded appropriately considering our inventory and offerings?
 - ▶ Revenue per capita
 - ▶ Are we generating enough revenue to sustain operating expenditures?
 - ▶ Total revenue to total operating expenditures
 - ▶ Percentage of both metrics - Our cost recovery
 - ▶ Park operating expenditures per acre of parkland
 - ▶ Total park related operating expenditures which includes all costs associated to managing land
 - ▶ Operating expenditures per acres of parks and non-park sites
 - ▶ How much we spend on maintaining what we have (including the golf course)
 - ▶ Acres of parks per 1,000 residents
 - ▶ The most common technique for determining whether a community has "enough" parkland.

Are we adequately funded?

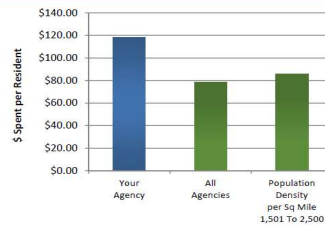
- ▶ Two metrics that can be used to gauge whether an agency is adequately funded to manage, operate, and maintain its parks and recreation areas are:
 - ▶ Park Operating Expenditures per Acre of Parkland
 - ▶ Operating Expenditures Per Capita

Park Operating Expenditures per Acre of Parkland



	Your Agency	All Agencies	Population Density per Sq Mile 1,501 To 2,500
Lower Quartile		\$1,519	\$1,788
Median	\$2,133	\$3,174	\$3,075
Upper Quartile		\$6,234	\$5,839

Operating Expenditures Per Capita

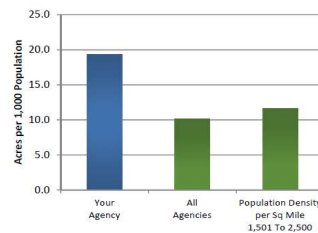


	Your Agency	All Agencies	Population Density per Sq Mile 1,501 To 2,500
Lower Quartile		\$42.95	\$52.90
Median	\$118.16	\$78.69	\$85.95
Upper Quartile		\$153.41	\$154.19

Do we have enough parkland?

- ▶ This metric is the most common technique for determining whether a community has “enough” parkland.
- ▶ Also known as “acreage level of service” (LOS).
- ▶ All managed acreage is calculated in this total, including the golf courses.

Acres of Parkland per 1,000 Population

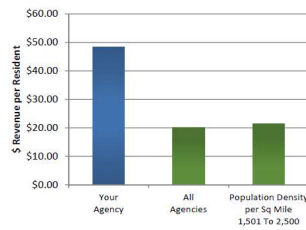


	Your Agency	All Agencies	Population Density per Sq Mile 1,501 To 2,500
Lower Quartile		5.2	6.3
Median	19.4	10.1	11.7
Upper Quartile		17.1	17.9

How much are we making?

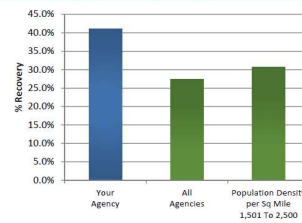
- ▶ Two metrics that can be used to gauge whether an agency is adequately meeting revenue goals:
 - ▶ Revenue per Capita
 - ▶ Revenue as a % of Operating Expenditures

Revenue per Capita



	Your Agency	All Agencies	Population Density per Sq Mile 1,501 To 2,500
Lower Quartile		\$6.67	\$8.61
Median	\$48.44	\$20.11	\$21.50
Upper Quartile		\$51.36	\$55.65

Revenue as a % of Operating Expenditures (Cost Recovery)



	Your Agency	All Agencies	Population Density per Sq Mile 1,501 To 2,500
Lower Quartile		13.0%	15.4%
Median	41.0%	27.3%	30.8%
Upper Quartile		44.9%	42.3%

Are we healthy?

- ▶ When compared to similar agencies, we are operating well above average.
 - ▶ We are capitalizing on our strengths and our overall health as an organization is positive.
- ▶ Some initiatives that we will be focusing on this year:
 - ▶ Establishing pollinator habitats.
 - ▶ Both within our parks and at our golf courses.
 - ▶ This will provide us with more parkland that is less cost driven to maintain and will raise our cost recovery to a higher percentage.
 - ▶ Pollinators (bees and butterflies) are responsible for helping produce about one third of the world-wide food supply (apples, almonds, and many other fruits and vegetables). Establishing pollinator habitats is fundamental in re-establishing pollinators within the environment and protecting our food supply.
 - ▶ Fulfills our mission of "conservation" and being a good steward of our resources.
 - ▶ Allowing non-motorized boating on Marsh Lake.
 - ▶ Currently in the last part of the planning phase.
 - ▶ On track to unveil/announce the new initiative by Memorial Day.