

THE MINUTES OF THE PUBLIC RECREATION COMMISSION
June 17, 2025

The regular meeting of the Public Recreation Commission was held with the following Commissioners present: Messrs. O’Callaghan, Lee, and West Mmes. Rich and Bolton Staff in attendance: Mmes. Williams, Shoecraft, Swift, Sanders, Cossins, Webb, Riggins, Jones, Messrs., Harris, Heyl, Higby, Benjamin, Elliott, Ford, Nabaran.

Commissioner Pat O’Callaghan, Jr. called the meeting to order at 4:09 pm

PRESENTATION

Matrix Consulting – Climate Assessment Report

INTRODUCTIONS

None

RETIREMENTS

None

PROGRAM HIGHLIGHTS

None

MINUTES

The approval of May 20th was delayed due to a lack of quorum. The minutes will be reviewed in July.

PUBLIC COMMENTS

None

CORRESPONDENCE

None

TEAM HIGHLIGHTS

None

DIRECTORS REPORT

HUMAN RESOURCES

April Jones provided an update on the vacancy report.

FINANCE UPDATE

Jeanette Shoecraft provided an update on the current financial reports. The reports in the packet are through April 30th. We are closing out the fiscal year, and spending of funds in the general fund is wrapping up well.

P-CARD INVESTIGATION PROGRESS UPDATE

Jeanette Shoecraft provided an update on the P-card improvement action plan. The active list of P-cards has been updated, and 12/57 P-cards have been closed. The p-card non-compliance report has been in circulation for April and May. The P-card holders have been submitting their P-card reconciliations to SRCs or DM's. The P-card training with procurement will be in Q1 FY 26. There have been 3 p-card listening sessions scheduled for this week and next. The Recreation Centers' inventory was done in August 2024 and will be done again around the same time this year.

RECREATION OPERATIONS UPDATE

Brandi Sanders provided an update on recreation operations. Summer Day camp numbers are in the packet. Most centers have enrollment of 90% or above. Rec @ Nite is doing great. DaVeta and Jasmine have taken over the planning and organizing of the program. 353 kids were in attendance, breaking our highest attendance rate from last year.

Y2WK UPDATE

Tim Heyl provided an update on the Y2WK program. The program started on June 2nd. 99 teens currently hired through Y2WK, 73 in rec centers, 15 in pools, 9 in various city departments, 2 with community partners. 27 teens are currently moving through the HR process. 630 kids applied, and interviews were offered to all. 340 kids completed the interview process. Unfortunately, we were only able to hire 1/3 of the teens due to funding. Mental Health, Financial Literacy, and Social Emotional Learning training will take place in July.

CRC + PARKS GREENSPACE PLAN

Dave Harris provided an update on the CRC + Parks Greenspace Plan. This effort was based on the commissioner's report from last year, which prompted a council motion to develop a plan. Parks and CRC leadership have met on 3 separate occasions, and Director Betts and Director Barron have presented the pilot plan to the subcommittee. The initial plan is to look at sites that are not attached to a center or involved in any programming. The finalized plan will be presented to the board in the Fall with implementation in Spring 2026.

FINDLAY COMMUNITY CENTER RFP

Tiffany Stewart provided an update on the Findlay Community Center RFP. Leadership met internally to review the RFP and discuss recommendations. CRC is still looking to manage childcare and is now seeking to manage the pool. CRC is also requesting to sit on the review board and encourages 3CDC to have a community engagement board.

MERCY SITE UPDATE

Tiffany Stewart provided an update on the Mercy Site. Community engagement will be starting in the fall, and we are still seeking funding for the project.

PLANNING AND ENGINEERING - CAPITAL PROJECTS (UPDATE)

Dan Jones updated the Commission on the major capital projects underway currently:

Projects Completed:

- As part of the 2024-2025 capital budgets, new playgrounds and added amenities at several sites are being planned. **UPDATE:** CRC is working from the six-year capital plan and CBR's to design and install the new playground and added amenities. Playgrounds at Wulsin, Hendy and Henrienne Recreation Areas were completed.
- As part of the 2025-2026 capital budgets. **UPDATE:** The gym floor at Madisonville Recreation Center was fully renovated.

Projects Under Construction:

- The Walnut Hills neighborhood area was chosen as the **2025 RCF/P&G** makeover site. Improvements at CRC sites Bush Recreation Center, Ashland Recreation Area and Owls Nest are being proposed. **UPDATE:** Weekly meetings took place to develop the project scope at each site. CRC has developed a master plan for Ashland. This was approved by the Park Board. The event day is scheduled for Thursday 7/24/2025. Prep work is starting at Ashland, CRC maintenance is removing the playground, old fencing and backstop. A turf infield will be installed at Owls Nest and several improvements at the Bush Recreation center are planned. The ordinance is approved, waiting for the contract approval to start work. Because of purchasing delays, the Owls Nest work will be done after the event.
- 2022-24 Projects from the Recreation Special Activities Fund 323 for the purpose of providing resources (\$1.5M) for improvements and renovations to recreation centers and outdoor recreation areas, security camera upgrades and installations at various sites and signage upgrades at various locations: \$700k is budgeted for CRC center requested improvement projects. \$350k is budgeted for security system improvements and \$450k for signage throughout all CRC sites. The Planning and Development Division completed a signage inventory at each CRC site. New sign designs, created by CRC P&D staff, have been approved. ETS requested the scope be changed to install the same type of camera system as CPD. **UPDATE:** Remaining funds are being used to finish up the signage projects and continue with the security cameras. Bush recreations Center will be the first to get the new sign. The camera projects are in progress.
- The CRC Golf Division transferred funds from the unappropriated surplus of Recreation Department's Municipal Golf Enterprise Fund 105 to be used for the completion of the cart path improvements and various other projects that have come up. **UPDATE:** The cart path work at Glenview is complete. Several roof improvements are needed. Other repair projects that need to be done: back flows, pressure regulators and fire hydrant issues at Reeves and Avon. Asphalt repairs at California and Reeves are being planned.

- As part of the golf division funding and six-year plan, Irrigation replacement projects at Woodland, Neumann and Avon golf courses are scheduled. An RFP for design has been completed. There was only one approved bidder. Gary Kaye Design, Inc. has been awarded the contract. **UPDATE:** A meeting was held on 11/6/2024 to review updated design. GCWW has informed CRC all the irrigation back flows need to be updated to current codes as part of the irrigation projects. The design is complete, the bid package has been sent to purchasing.

Projects in DEI and Purchasing:

- As part of the golf division funding proposal, a new Neumann clubhouse is being proposed. A proposed design and layout was developed by CRC staff. The RFP for the design-build contract is in progress. The current proposal is to construct a new clubhouse onsite and keep the existing one open until the new is complete. Funds to budget these projects were approved 9/5/24. **UPDATE:** RFP bid documents have been created by CRC P&D. The DEI goals as of now are MBE 20% and WBE 13.5%. The RFP was submitted to purchasing on 3/3/25. The existing clubhouse will be demolished after the new one is in use.
- As part of the golf division funding proposal, California Golf Clubhouse restrooms and kitchen renovations are being planned. **UPDATE:** An A/E firm has been hired to start the restroom renovation design. The design is complete. This work will be bid out.
- As part of proposed 2026 and 2027 COT funding, CRC will be receiving funding for the renovation of the Dunham Recreation Center. **UPDATE:** Scope of project TBD. CRC is studying what kind of space is needed. An RFP for the full design is in progress.

Projects in Design:

- As part of the capital budget, design work for ADA access to the Riverside Sports Complex boat ramp restrooms, a new boat dock and connecting walking loop is in progress. The renovation is being designed by CRC staff. CRC did not receive the grant, ODNr recommends applying for it again when available. An RFP is in progress for the design work. The existing rolling dock is no longer usable, a new one has been constructed. The new rolling boat dock is complete and installed. **UPDATE:** With the grant being denied, the process to hire an A/E firm is in progress.
- The new OTR (Findlay) Recreation Center, to be installed at the new Findlay Recreation Area is being planned by 3CDC. CRC was part of the design committee. The building design has been completed. Full site renovation of Grant Recreation Area is also being planned. The boxing group will be moving out of the OTR site. **UPDATE:** Real-estate is proposing to consolidate the parcels at Findlay and Grant recreation areas to proceed with the projects. 3CDC has stated construction of the new recreation center will start in 2025. CR-73-2024 is asking for sale of the OTR Rec Center and then demolish the boxing area (old pool area). The OTR recreation center

is scheduled to be vacated by CRC by 5/28/25. CRC has requested the Grant playground be relocated to Hanna.

- Duke and CRC are working on a plan to relocate a storage structure and the gas pumps at California Golf course. Duke regulations do not allow these structures below the high voltage transmission lines. **UPDATE:** Meeting held 6/26/24 onsite, and again on 6/5/25 to approve the scope of work needed. Duke will provide the funding for the relocation. CRC and golf to coordinate the work. Plans are in progress.

COMMISSION BOARD COMMITTEE AND SUBCOMMITTEES:

BUDGET AND FINANCE UPDATE

O'Callaghan and Rich provided an update. The committee reviewed the budget and talked through the allocated funds for past projects.

GOVERNANCE AND POLICY COMMITTEE UPDATE

The committee met this month; however, they were not in attendance today to provide an update. The approval of all policies was delayed due to a lack of quorum. This policy will be reviewed in July.

OLD BUSINESS

7.a None Currently

NEW BUSINESS

8.a Recommended Action

Board Approval

Background

Board approval for CRC Policy ADM: 20 Mandatory Reporting

The approval of this policy was delayed due to a lack of quorum. This policy will be reviewed in July.

Meeting adjourned at 4:55 PM

NEXT COMMISSION MEETING

The next meeting of the Public Recreation Commission will be held on July 15, 2025, at CRC Main Office.

Pat O'Callaghan, Jr., President

Daniel E. Betts, Director

/ss Minutes prepared by Sonya Swift