

THE MINUTES OF THE PUBLIC RECREATION COMMISSION
July 15, 2025

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

Commissioner Pat O’Callaghan, Jr. called the meeting to order at 4:01 pm

PRESENTATION

Josh Williams – Limitless Innovations – Strategic Alignment

Tim Heyl – CMO Performance Agreement Goals

INTRODUCTIONS

None

RETIREMENTS

None

PROGRAM HIGHLIGHTS

None

MINUTES

Commissioner O’Callaghan called for a motion to approve May 20th, 2025, Regular Board Meeting minutes. Commissioner West made the motion to accept the minutes, Commissioner Rich seconded; the motion carried.

PUBLIC COMMENTS

None

CORRESPONDENCE

None

TEAM HIGHLIGHTS

None

DIRECTORS REPORT

HUMAN RESOURCES

April Jones provided an update on the vacancy report. The vacancies have grown since last month, and HR is working diligently to fill positions. There is no backlog in operations

FINANCE UPDATE

Jeanette Shoecraft provided an update on the current financial reports. The reports have the balances through May. Jeanette provided an update on the Final Adjustment Ordinance; the estimates submitted were low, causing an understatement of funds. Contributing factors include personnel increases, overtime pay due to additional programming, and additional services; lack of grant funding; non-personnel contributing factors include police security, fleet, and winterization (road salt). Golfers underestimate contributing factors, including increased expenses due to increased attendance this season. Jeanette has produced an action plan to address the underestimate.

P-CARD IMPROVEMENT UPDATE

Jeanette Shoecraft provided an update on the P-card improvement action plan. Terminated 14/57 P-Cards. The P-card holders are submitting documents to the SRC and DMs to help with the review process. The reconciliation timeline is still 6 days, and we continue to work through it and will seek additional time. There have been 2 listening sessions completed. The procedure draft has been sent to Governance and Policy for review, and we will continue to work on a final copy for approval.

RECREATION OPERATIONS UPDATE

Dave Harris provided an update on recreation operations. Summer Day camp numbers are in the packet. We are more than halfway through the summer. After school enrollment opened, priority enrollment ended at Clifton and Eastside. Rec @ Nite is halfway finished, and attendance has exceeded last year's. On July 26th, we only have 1 site open for Rec @ Nite, and on August 2nd, we will have a Rec @ Nite concert with Skyler Blatt, and on August 9th, the Queen City Slam returns to The Banks. Splash Bash will be on August 3 in collaboration with the WIZ at Dunham Pool. CSO Brady Block Party went well at Dunham. On 7/18, CSO will be at North Avondale Recreation Center. During extreme heat, pool hours were extended, and several centers were open during the holiday and weekends as cooling centers.

Y2WK UPDATE

Tim Heyl provided an update on the Y2WK program. There are 2 more weeks remaining in the program. Funding is being monitored to try to extend the program one more week. 113 kids are currently in the program. The training session was completed from June 30 to July 3rd. The program was successful, and the attendees earned a lot. Y2WK kids will be scorekeepers at Queen City Slam to get additional hours.

SIGNAGE UPDATE

Tim Heyl provided an update on the recreation signage project. Due to funding, this is a lengthy process. It is our goal to replace all signs to enhance our properties. The signs cost 16-17K each.

CMO PERFORMANCE AGREEMENT GOALS

Tim Heyl provided an update on the CMO Performance Goals. The presentation outlined the 8 goals we have benchmarked. The board has requested leadership to come up with additional KPIs to measure other aspects of the operations.

SALWAY PARK KAYAK CONCESSIONS

Director Betts provided an update on the Salway Park kayak concessions. CRC and the provider are aligned and working on a facility rental agreement to get the process started. This will be coming back to the board in August for approval.

FINDLAY COMMUNITY CENTER RFP

Director Betts provided an update on the Findlay Community Center RFP. DATES SENT VIA EMAIL.

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 to 2026 capital budgets, recreation center roof renovations are planned. Several roofs are out of warranty, renovating the roofs while they can still be brought back into warranty (10 to 20 years) condition is desired. The cost of replacing the roof is much more than the re-warranty improvements. CRC has had the roofs out of warranty inspected to create a prioritized list. 2025-26 roof projects are being planned. UPDATE: The Price Hill Recreation center roof renovation work is complete.
- As part of the 2024-2025 capital budgets, new playgrounds and added amenities at several sites are being planned. UPDATE: The Nasua St. James playground was just completed.

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 in progress at Bush and Ashland. The new playground, fencing, ADA access and renovated baseball field work has started. A turf infield will be installed at Owls Nest and several improvements at the Bush Recreation center are planned. Because of purchasing delays, the Owls Nest work will be done after the event. The Park Board has asked for community approval.
- 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 Recreation Center will be the first to get the new sign. The camera projects are in progress.

- As part of the 2024-25 capital budgets, improvements at various tennis and sport court hard surfaces improvements are being planned for 2025-26. UPDATE: Sport courts at Daniels, Madisonville, Hartwell, Evanston, Mt. Airy and Schwarz are being scheduled for 2025-26. We expect over \$600k of sport court improvements will be made in 2025-26.

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.

COMMISSION BOARD COMMITTEE AND SUBCOMMITTEES:

BUDGET AND FINANCE UPDATE

O'Callaghan and Rich provided an update. The committee reviewed the budget and discussed the Final Adjustment Ordinance's underestimation.

GOVERNANCE AND POLICY COMMITTEE UPDATE

The committee met this month; they reviewed the P-Card improvement procedure draft.

OLD BUSINESS

7.a None Currently

NEW BUSINESS

8.a Recommended Action

Board Approval

Background

Board approval for CRC Policy ADM: 20 Mandatory Reporting
Commissioner West called for a motion to approve CRC Policy ADM: 20 Mandatory Reporting. Commissioner Rich made the motion to approve the policy, and Commissioner O'Callaghan seconded; the motion carried.

8.b Recommended Action

Board Approval

Background

Commissioner O'Callaghan called for a motion to approve CR#51-2025 – Utility Easement at Sherman Recreation Area. Commissioner West made the motion to approve the easement, and Commissioner Rich seconded; the motion carried.

8.c Recommended Action

Board Approval

Background

Commissioner O'Callaghan called for a motion to approve Great Parks shared trail easement and sale. Commissioner Rich made the motion to approve the sale, and Commissioner West seconded; the motion carried.

EXECUTIVE SESSION

5:30-5:38 PM

Board Action:

The Board considered disciplinary action against the following employees:

Johnny Fears

Charge: Insubordination + Neglect of Duty

Recommended Penalty: 16-hour suspension

Approved Penalty: 16-hour suspension

Commissioner O'Callaghan motioned to accept the recommendation of the Human Resource and the Hearing Officer for a Penalty of 16-hour suspension. Rollcall: Commissioner O'Callaghan - Yes, Commissioner Rich-Yes, Commissioner West- Yes. The motion carried.

Johnny Fears

Charge: Insubordination + Neglect of Duty

Recommended Penalty: 24-hour suspension

Approved Penalty: 24-hour suspension

Commissioner O'Callaghan motioned to accept the recommendation of the Human Resource and the Hearing Officer for a Penalty of 24-hour suspension. Rollcall: Commissioner O'Callaghan - Yes, Commissioner Rich-Yes, Commissioner West- Yes. The motion carried.

Meeting adjourned at 5:41 PM

NEXT COMMISSION MEETING

The next meeting of the Public Recreation Commission will be held on August 19, 2025, at CRC Main Office.

Pat O'Callaghan, Jr., President

Daniel E. Betts, Director

/ss Minutes prepared by Sonya Swift