

THE MINUTES OF THE PUBLIC RECREATION COMMISSION
September 19, 2025

The regular meeting of the Public Recreation Commission was held with the following Commissioners present: Messrs. O'Callaghan, Lee. Mmes. Rich, Bolton. Staff in attendance: Mmes. Stewart, Shoecraft, Horton, Swift, Riggins, Nuss, and Jones. Messrs. Smith, Milton, Courtland, Jones, and Ford.

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

PRESENTATION

Taylor Price – Hunger Skate Park – Camp Washington Skate Park
Luke Hermann – The Port – Sedamsville Historical Marker

INTRODUCTIONS

Anthony Smith, Human Resources Analyst
Charles Milton, Human Resources Analyst
Avery Horton, HR Clerk Typist 3

RETIREMENTS

Dan Jones, Principal Engineer

PROGRAM HIGHLIGHTS

None

MINUTES

Commissioner O'Callaghan called for a motion to approve August 19th, 2025, Regular Board Meeting minutes. Commissioner Bolton made the motion to accept the minutes, Commissioner West 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 human resources department is fully staffed and will be working on recruiting and filling positions not held on the vacancy report.

FINANCE UPDATE

Jeanette Shoecraft provided a general finance update. There were no questions after the Budget and Finance Committee meeting.

P-CARD IMPROVEMENT UPDATE

Jeanette Shoecraft provided an update on the CRC P-Card Improvement Action Plan. P-Card training was completed for all departments card holders today, and there will be a makeup date scheduled soon. Draft of procedures has been reviewed by the Governance and Policy committee. P-cards will be suspended from October 1st to January 2026 to complete training and recalibration.

YEAR-END OVERSPEND UPDATE

Jeanette Shoecraft and leadership are working to put plans in place. Director Betts and President O'Callaghan went before Budget and Finance yesterday to address the variance.

President O'Callaghan stated that CRC leadership have taken ownership and are working very hard to correct the variance. We have a good plan and didn't do a great job of articulating it. Director Betts will go before council again in November.

Tiffany stated that we already have controls in place we will be expanding. The budget dashboard will be going live and there will be spending alerts and controls. She will be present in November.

RECREATION OPERATIONS UPDATE

Kristen Riggins provided an update on Summer Day Camp. After school numbers 971 out of 1250 open positions are filled. Back 2 School with CM Rock the Block over 200 participants. All pools and spray grounds are closed. Part 2 SAC retreat on 30th.

ALL STAFF MEETING

October 17th 8-11 at Eastside Recreation Center

PLANNING AND ENGINEERING - CAPITAL PROJECTS (UPDATE)

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

Projects Completed:

- CRC worked with Duke on their gas line installation at the California Recreation Area. An agreement was approved for Duke to install their line there and use the site as a laydown area. They are providing funds for the restoration work needed once they are finished. With the funds received, CRC will renovate the site and install a new baseball field with new amenities. Duke started at the site 11/1/23. The Duke work was complete (5/1/2024). CRC designed the new site, using the Duke funds for the project. A Tee ball and "B" size field will be installed, per the CRC athletic department request. **UPDATE:** The new baseball field installations started 10/7/24, scheduled to be now completed in August. The project has been delayed due to flooding and weather. The project is completed and ready for use.
- Partnership project with KCB to landscape the exterior entrance area of Lincoln Recreation center was completed.
- Daniel Recreation Area basketball court renovation was completed. Improvements included: Surface repairs, color coat and new hoops.

Projects Under Construction:

- 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. The basketball court renovation at Daniels has been completed. Turkey Ridge is in progress. Since the city term contract has been eliminated, all future projects of this type will need to be bid out through the city procurement system. This will increase the project schedule significantly. A proposed design to convert one of the Hartwell basketball courts to a hard surface futsal court is planned to start 9/15, this was requested by the community.

Projects in DEI and Purchasing:

- Dan Jones reported that CRC continues to submit projects but has not received much in response at this point. CRC is attempting to spend the Railroad money as quickly as possible.

COMMISSION BOARD COMMITTEE AND SUBCOMMITTEES:

BUDGET AND FINANCE UPDATE

Commissioner Rich stated that everyone is going through zero-based budget training.

GOVERNANCE AND POLICY COMMITTEE UPDATE

Commissioner Bolton worked on the ICE policy and held that until they can get some clarifying items from Law. The P-card improvement was not released until the process is finalized

OLD BUSINESS

7.a None Currently

NEW BUSINESS

8.a Recommended Action

Board Approval

Background

Board approval of Hunger Skate Parks – Camp Washington Skate Park

Commissioner O’Callaghan called for a motion to approve Hunger Skate Parks – Camp Washington Skate Park. Commissioner Rich made the motion to approve the policy, and Commissioner Lee seconded; the motion carried.

8.b Recommended Action

Board Approval

Background

Board approval for the Sedamsville Historical Marker.

Commissioner O'Callaghan called for a motion to approve Sedamsville Historical Marker. Commissioner Lee made the motion to approve the policy, and Commissioner Rich seconded; the motion carried.

EXECUTIVE SESSION

5:03- 5:06 PM

Board Action:

The Board considered disciplinary action against the following employees:

Chris Cain

Charge: 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 Bolton – Yes, Commissioner Lee - Yes. The motion carried. Passed unanimously

Meeting adjourned at 5:12 PM

NEXT COMMISSION MEETING

The next meeting of the Public Recreation Commission will be held on October 21, 2025, at CRC Main Office.

Pat O'Callaghan, Jr., President

Daniel E. Betts, Director

/ss Minutes prepared by Sonya Swift